**SOLANO COMMUNITY COLLEGE DISTRICT**
**GOVERNING BOARD AGENDA ITEM**

**TO:** MEMBERS OF THE GOVERNING BOARD  
**SUBJECT:** CONSENT CALENDAR - HUMAN RESOURCES  
**REQUESTED ACTION:** APPROVAL

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**EMPLOYMENT 2020-2021**

**Change in Assignment**

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
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</thead>
<tbody>
<tr>
<td>Peter Zitko</td>
<td>From Adjunct Sociology Instructor to Interim</td>
<td>11/04/20 – 12/31/21 (Revised)</td>
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<td></td>
<td>Associate Dean, External Programs</td>
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</tbody>
</table>

**Out of Class Assignment**

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<thead>
<tr>
<th>Name</th>
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<th>Effective</th>
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<tbody>
<tr>
<td>Zyra Larot</td>
<td>Financial Aid Analyst</td>
<td>04/01/21 – 06/30/21</td>
</tr>
<tr>
<td>Alexandria Castaneda</td>
<td>Student Affairs Specialist</td>
<td>07/01/20 – 03/31/21</td>
</tr>
<tr>
<td>Simerjeet Kaur</td>
<td>Admissions &amp; Records Analyst</td>
<td>03/01/21 – 06/30/21</td>
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</tbody>
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**Salvatore Abbate**  
Human Resources  
March 26, 2021  
Date Submitted  

**Celia Esposito-Noy, Ed.D.**  
Superintendent-President  
April 7, 2021  
Date Approved
<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Fund/Grant Name</th>
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<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Dorene Adams</td>
<td>Assistant Clinical Skills Lab Instructor</td>
<td>CARES</td>
<td>03/18/21 – 05/31/21</td>
<td>$69.05/hr.</td>
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<tr>
<td>Joyce Averett</td>
<td>Assistant Clinical Skills Lab Instructor</td>
<td>CARES</td>
<td>03/18/21 – 05/31/21</td>
<td>$69.05/hr.</td>
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<tr>
<td>Mary Estrada</td>
<td>Early Learning Center Specialist-Substitute</td>
<td>California State Preschool Program</td>
<td>02/01/21 – 06/30/21</td>
<td>$18.90/hr.</td>
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<tr>
<td>Christopher Gulick</td>
<td>Student Services Generalist-Veteran’s Resource Center</td>
<td>Veteran’s Resource Center On-going Fund</td>
<td>05/01/21 – 06/30/21</td>
<td>$18.10/hr.</td>
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<td>Ricky Marshall</td>
<td>ATEC Theft Repair</td>
<td>Prop 20</td>
<td>04/01/21 – 05/31/21</td>
<td>$69.05/hr.</td>
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<tr>
<td>Andrew McGee</td>
<td>ATEC Outreach &amp; Curriculum Dev.</td>
<td>Perkins V</td>
<td>03/01/21 – 05/31/21</td>
<td>$69.05/hr.</td>
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<tr>
<td>Matt McLean</td>
<td>Applied Music Tutoring</td>
<td>General Fund</td>
<td>03/04/21 – 05/14/21</td>
<td>$50.00/hr.</td>
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<tr>
<td>Berkeley Rousseau</td>
<td>Special Project: Musical Direction and Recording</td>
<td>General Fund</td>
<td>12/21/20 – 04/29/21</td>
<td>$25.00/hr.</td>
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<tr>
<td>Sarah Wasley-Smith</td>
<td>Adjunct Professor – Art</td>
<td>Perkins</td>
<td>04/21/21 – 05/20/21</td>
<td>$60.69/hr.</td>
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<td>Andrew Wesley</td>
<td>Applied Music Tutoring</td>
<td>General Fund</td>
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<td>$50.00/hr.</td>
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</table>

Short-Term/Temporary/Substitute
TO: Members of the Governing Board

SUBJECT: CONSENT CALENDAR – FINANCE & ADMINISTRATION

REQUESTED ACTION: APPROVAL

## PERSONAL SERVICES AGREEMENTS

**Student Services**  
Shannon Cooper Psy.D., Vice President

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Brian Post</td>
<td>Present by Zoom for Foster Kinship Care Education-SCC annual conference “Finding Kind” March 5- March 20, 2021. Thursday 3/18/21, 6:30-8:30. Friday 3/19/21, 10:00 a.m.-12:00 p.m. Friday 3/19/21, 6:30-8:30 Key note presentation on the big screen.</td>
<td>March 18, 2021 – March 20, 2021</td>
<td>Not to exceed $2,500.00</td>
</tr>
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</table>

Robert V. Diamond  
Vice President, Finance & Administration  
March 26, 2021  
Date Submitted

Celia Esposito-Noy, Ed.D.  
Superintendent-President  
April 7, 2021  
Date Approved
TO: Members of the Governing Board

SUBJECT: BALLOT FOR CALIFORNIA COMMUNITY COLLEGE TRUSTEES (CCCT) BOARD OF DIRECTORS ELECTION-2021

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:
An Adhoc Subcommittee of the Governing Board for CCCT will advance recommendations for election to the statewide California Community College Trustees (CCCT) Board of Directors. This year, there are seven seats up for reelection on the board. Each member Community College District Board of the League shall have one vote for each of the seven vacancies on the CCCT Board of Directors. Only one vote may be cast for any nominee or write-in candidate. The seven candidates who receive the most votes will serve a three-year term. A copy of the ballot is provided on the proceeding page. The official ballot must be postmarked by April 25, 2021.

STUDENT SUCCESS IMPACT:
☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other:

<table>
<thead>
<tr>
<th>Ed. Code:</th>
<th>Board Policy:</th>
<th>Estimated Fiscal Impact: N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUPERINTENDENT'S RECOMMENDATION:</td>
<td>☒ APPROVAL</td>
<td>☒ DISAPPROVAL</td>
</tr>
<tr>
<td>☒ NOT REQUIRED</td>
<td>☒ TABLE</td>
<td></td>
</tr>
<tr>
<td>Celia Esposito-Noy, Ed.D.</td>
<td>Superintendent-President</td>
<td></td>
</tr>
</tbody>
</table>

PRESENTER'S NAME

Celia Esposito-Noy, Ed.D.
Superintendent-President

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7299

TELEPHONE NUMBER

April 7, 2021

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

March 19, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT
2021 CCCT Board Election
Candidates Listed in Secretary of State’s Random Drawing Order of February 12, 2021

Vote for no more than seven (7) Candidates

1. Yvette Davis, Glendale CCD
2. Tina Arias Miller, Rancho Santiago CCD
3. Marguerite Bulkin, Yosemite CCD
4. Edralin Maduli, Chabot- Las Positas CCD
5. Bernardo Perez, Ventura County CCD
6. Gregory Pensa, Allan Hancock Joint CCD*
7. Kendall Pierson, Shasta-Tehama-Trinity Joint CCD
8. Mary Strobridge, San Luis Obispo County CCD
9. Alan Siemer, Lassen CCD
10. Cindi Reiss, Peralta CCD
11. Mark Edney, Imperial CCD
12. Barbara Calhoun, Compton CCD
13. Nan Gomez-Heitzeberg, Kern CCD
14. Margaret Fishman, Sonoma County Junior College District
15. Mary Lombardo, Copper Mountain CCD
16. Michele Jenkins, Santa Clarita CCD
17. Carolyn Inmon, South Orange County CCD
18. Deborah Ikeda, State Center CCD

* Incumbent
TO:    Members of the Governing Board

SUBJECT: RESIGNATION TO RETIRE

REQUESTED ACTION:

☐ Information OR ☑ Approval
☐ Consent OR ☐ Non-Consent

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment &amp; Years of Service</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patricia Ceja</td>
<td>Instructional Assistant – Office Technology 20 years of service with SCC</td>
<td>05/28/2021</td>
</tr>
<tr>
<td>Zhen Chen</td>
<td>Adjunct Instructor – Computer Software 6 years 4 months service with SCC</td>
<td>12/15/2019</td>
</tr>
<tr>
<td>Robert Diamond</td>
<td>Vice President-Finance and Administration 3 years and 5 months of Service with SCC</td>
<td>06/30/2021</td>
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<tr>
<td>Marianne Flatland</td>
<td>Counselor 31 years of service with SCC</td>
<td>06/30/2021</td>
</tr>
<tr>
<td>Don Pederson</td>
<td>Lead Carpenter 12 Years and 9 Months of Service with SCC</td>
<td>03/31/2021</td>
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</tbody>
</table>

STUDENT SUCCESS IMPACT:

☐ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Human Resources

Ed. Code: 24205                              Board Policy:  4400                              Estimated Fiscal Impact: N/A

SUPERINTENDENT’S RECOMMENDATION: ☑ APPROVAL ☐ DISAPPROVAL ☐ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7263

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

DATE APPROVED B/Y

March 26, 2021

SUPERINTENDENT-PRESIDENT

DATE SUBMITTED TO

SUPERINTENDENT-PRESIDENT

April 07, 2021
AGENDA ITEM 12.(c)
MEETING DATE April 7, 2021

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO:    Members of the Governing Board

SUBJECT:   PROPOSED 2021-2022 CLASSIFIED WORK CALENDAR

REQUESTED ACTION:
☐ Information    OR   ☒ Approval
☐ Consent        OR   ☒ Non-Consent

SUMMARY:
The following Proposed 2021-2022 Classified Work Calendar is presented to the Governing Board for review and approval.

STUDENT SUCCESS IMPACT:
☐ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Human Resources

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<th>Board Policy: 4002</th>
<th>Estimated Fiscal Impact: N/A</th>
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<td>☒ DISAPPROVAL</td>
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<tr>
<td>☒ NOT REQUIRED</td>
<td>☒ TABLE</td>
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<tr>
<td>Salvatore Abbate</td>
<td>Human Resources</td>
<td></td>
</tr>
</tbody>
</table>

PRESENTERS NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7281

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2021

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

March 26, 2021

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT
# Solano Community College
## Classified Work Calendar 2021-2022

### July 2021

<table>
<thead>
<tr>
<th>Su</th>
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21 Workdays  
1 Holiday

### August 2021

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<tr>
<th>Su</th>
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22 Workdays  

### September 2021

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<th>Su</th>
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21 Workdays  

### October 2021

<table>
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<tr>
<th>Su</th>
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21 Workdays  0 Holidays

### November 2021

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<th>Su</th>
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</table>

19 Workdays  2 Holidays

### December 2021

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<th>Su</th>
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</tbody>
</table>

20 Workdays  *Campus Closed  
3 Holidays

## Holidays

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 5</td>
<td>Independence Day Observed</td>
</tr>
<tr>
<td>Sep 6</td>
<td>Labor Day</td>
</tr>
<tr>
<td>Nov 11</td>
<td>Veteran's Day</td>
</tr>
<tr>
<td>Nov 25</td>
<td>Thanksgiving Day</td>
</tr>
<tr>
<td>Nov 26</td>
<td>District Holiday - Friday after Thanksgiving Day</td>
</tr>
<tr>
<td>Dec 24</td>
<td>Christmas Day</td>
</tr>
<tr>
<td>Dec 27</td>
<td>District Holiday - Day following Christmas Day</td>
</tr>
</tbody>
</table>

*Christmas Day - falls on a Saturday, therefore holiday is the preceding Friday

*Day following Christmas Day - falls on a Sunday, therefore holiday is the following Monday

*New Year’s Day - falls on a Saturday, therefore holiday is the preceding Friday

*Day following New Year’s Day - falls on a Sunday, therefore holiday is the following Monday

*Holiday Beginning of Semester/First Day of Flex  
First Day of Classes  
End of Semester

-8-
TO: Members of the Governing Board

SUBJECT: RENEWAL AGREEMENT WITH STRATA INFORMATION GROUP (SIG) FOR INTERIM CHIEF TECHNOLOGY OFFICER CONSULTING SERVICES

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
Board approval is requested to renew a contract with Strata Information Group, a company that specializes in IT consulting for Higher Education. An Interim “Chief Technology Officer” is required to backfill a vacant position while the District hiring process for the CTO position is carried out.

This agreement is from April 30, 2021 through June 30, 2022, or until the position is filled. Total contract amount is not to exceed $315,000.

A copy of the contract is attached.

STUDENT SUCCESS IMPACT:
☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: ___________________________________________________________________

Government Code:  N/A                     Board Policy: 3225  Estimated Fiscal Impact: $315,000

SUPERINTENDENT’S RECOMMENDATION: ☒ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE

Robert V. Diamond
Vice President, Finance & Administration

PRESENTOR’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

Superintendent, Finance & Administration

DATE APPROVED BY

SUPERINTENDENT-PRESIDENT

April 7, 2021

DATE SUBMITTED TO

SUPERINTENDENT-PRESIDENT

March 26, 2021
Under the terms of this Statement of Work, Strata Information Group, Inc. (SIG) will provide consulting services for the staff of Solano Community College District (SCCD) as directed, to perform the following work.

Description of Work:
SCCD is requesting an extension of the existing Interim Chief Technology (CTO) consulting services provided by SIG. The proposed timeline is for fourteen (14) months or until position is filled.

SIG’s weekly rate to provide a CTO will be $5,250/week. This will still include some limited travel expenses to enable the CTO to be on campus periodically.

Timeframe:
Begins April 30, 2021 and continues through June 30, 2022 (60 weeks). Either party may cancel this agreement with 30 days’ notice.

Proposed Services:

<table>
<thead>
<tr>
<th>Tasks</th>
<th>Number of Weeks</th>
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</thead>
<tbody>
<tr>
<td>Provide an interim CTO to help manage and oversee the IT Department – weekly FIXED FEE engagement at 35 hours per week.</td>
<td>60</td>
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</tbody>
</table>

Total Weeks: 60

Summary of Estimated Costs:

<table>
<thead>
<tr>
<th>Labor:</th>
<th>Travel Expenses:</th>
<th>Total Cost:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$315,000</td>
<td>$0 (included)</td>
<td>$315,000</td>
</tr>
</tbody>
</table>

Breakdown of Costs:
- 32 hours / 3 days per week (on-site)
- 3 hours of remote support per week
- 3 hours of travel per week
- Travel expenses included
- Weekly cost to Solano is $5,250

For Solano Community College District: 
Robert Diamond  
Vice President, Finance and Administration  
Date

For Strata Information Group, Inc.: 
Henry A. Eimstad  
President  
Date
General Outline of Services

These services may change depending on SCCD’s priorities, needs, and availability of staff, funding, and other resources.

**Detailed tasks:**
As directed by the management team of SCCD, the assigned SIG CTO will assist with the following types of projects and IT initiatives.

- Assist with planning and IT infrastructure specifications related to construction projects from the Measure Q Bond
- Revise/maintain the IT Strategic Plan
- Improve communications with IT and the College community
- Participate actively as part of the College’s management team
- Coordinate the installation new equipment and develop an equipment replacement schedule for campus technology
- Work with the IT staff to upgrade Banner® and Luminis®
- Evaluate and analyze the potential of migrating selected IT applications and services to a cloud environment
- Assist, as needed, with the accreditation self-study

**SIG assumptions and access requirements to be provided by SCCD, as applicable:**

- Provide a designated, single point of contact for SIG staff to coordinate planning and logistical needs
- Provide secure local and remote access to all required systems, software tools, or applications as required
- Provide access to IT staff, key functional users, or other staff as needed in a timely manner throughout the engagement
- Provide timely technical support to the SIG consultant(s) when needed; SIG’s ability to perform requires timely support from the SCCD staff
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: BOARD ACCEPTANCE OF DISTRICT’S 2019-2020 FINANCIAL AUDIT REPORT

REQUESTED ACTION:

[ ] Information OR [ ☒ ] Approval
[ ] Consent OR [ ] Non-Consent

SUMMARY:
The Governing Board is required to provide for an independent audit of the District’s financial statements and to evaluate the management controls.

Eide Bailly, LLP, Certified Public Accountants, has been engaged to conduct the District’s annual Audit for Fiscal Year 2019-2020.

The Board’s Audit Committee met to review and discuss the report with District staff and the representative from Eide Bailly, LLP.

At this time, District staff requests acceptance of the District Independent Audit Report for Fiscal Year 2019-2020. The audit report is provided to the Board under separate cover and is available on the District website http://www.solano.edu/finance_admin/audit.php.

STUDENT SUCCESS IMPACT:

[ ☒ ] Help our students achieve their educational, professional and personal goals
[ ] Basic skills education
[ ] Workforce development and training
[ ] Transfer-level education
[ ] Other: ___________________________________________________________________

Government Code:         N/A                     Board Policy: 3070
Estimated Fiscal Impact: N/A

SUPERINTENDENT’S RECOMMENDATION:

[ ☒ ] APPROVAL
[ ] NOT REQUIRED
[ ] DISAPPROVAL
[ ] TABLE

Robert V. Diamond
Vice President, Finance & Administration

PRESENTER’S NAME
4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS
707 864-7209

TELEPHONE NUMBER
Robert V. Diamond
Finance & Administration

VICE PRESIDENT APPROVAL
March 26, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.
Superintendent-President

DATE APPROVED BY SUPERINTENDENT-PRESIDENT
April 7, 2021
TO: Members of the Governing Board

SUBJECT: BOARD ACCEPTANCE OF MEASURE Q BOND
FINANCIAL AND PERFORMANCE AUDIT FOR 2019-20

REQUESTED ACTION:

☐ Information OR ☑ Approval
☐ Consent OR ☑ Non-Consent

SUMMARY:
Proposition 39 requires that the local community college Governing Board:

a) Conduct an annual, independent performance audit to ensure that funds have been expended only on the specific projects listed in the ballot language.

b) Conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of the funds have been expended for school facility projects.

CONTINUED ON NEXT PAGE

STUDENT SUCCESS IMPACT:

☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Information Reporting and Administrative Function

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<th>Board Policy: 3390</th>
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<td>☐ NOT REQUIRED</td>
<td>☐ DISAPPROVAL</td>
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</tbody>
</table>

Robert V. Diamond
Vice President, Finance & Administration

PRESENTERS NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER
Robert V. Diamond
Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.
Superintendent-President

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

April 7, 2021
TO: Members of the Governing Board

SUBJECT: BOARD ACCEPTANCE OF MEASURE Q BOND
FINANCIAL AND PERFORMANCE AUDIT FOR 2019-20

REQUESTED ACTION:

☐ Information OR ☑ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:

CONTINUED FROM PREVIOUS PAGE

Eide Bailly LLP, Certified Public Accountants, have been engaged to conduct Measure Q Bond Financial and Performance Audit for Fiscal Year 2019-2020.

At this time, District staff requests acceptance of the Measure Q Bond Financial and Performance Audit for Fiscal Year 2019-2020. The audit report is provided to the Board under separate cover and is available on the District website http://www.solano.edu/finance_admin/bond_audit.php
TO: Members of the Governing Board

SUBJECT: APPROVAL OF AWARD TO JAMES THOMAS MEDIA COVID-19 REMOTE INFORMATION AND SYSTEMS IMPLEMENTATION

REQUESTED ACTION:
☐ Information OR ☑ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
Due to Covid-19, SCC (Solano Community College) needs to create more efficient means for students to access and obtain general college and specific class information remotely. With limited campus access due to COVID, these systems are a necessary means of access for students and faculty and needed to expand SCC’s web projects that keep students and potential students informed about COVID compliance protocols, status of classes, and information that would generally, be obtained in person if the campus were open. JTM (James Thomas Media) will

CONTINUED ON NEXT PAGE

STUDENT SUCCESS IMPACT:
☑ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☐ Other:

<table>
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<tr>
<th>Government Code:</th>
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SUPERINTENDENT’S RECOMMENDATION: ☑ APPROVAL ☐ DISAPPROVAL ☐ NOT REQUIRED ☐ TABLE

Robert V. Diamond
Vice President, Finance & Administration

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER
Robert V. Diamond
Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.
Superintendent-President

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

April 7, 2021
TO: Members of the Governing Board

SUBJECT: APPROVAL OF AWARD TO JAMES THOMAS MEDIA COVID-19 REMOTE INFORMATION AND SYSTEMS IMPLEMENTATION

REQUESTED ACTION:

☐ Information OR ☑ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:

CONTINUED FROM PREVIOUS PAGE

implement multiple remote information systems to achieve these essential goals for SCC. JTM will Implement, Design, Code and Automate digital systems, programs, and web/server features for SCC. James Thomas will provide services until June 2021. “Total compensation not to exceed $95,000, to be paid from Federal CARES Act funds.”

Attached is a copy of the Scope of Work.
## SCOPE OF WORK

### CLIENT

<table>
<thead>
<tr>
<th>PROJECT NAME</th>
<th>Solano Community College - Covid-19 Remote Information and Systems Implementation</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLIENT NAME</td>
<td>Celia Esposito-Noy (Superintendent - President of SCC)</td>
</tr>
<tr>
<td>BRAND</td>
<td>Solano Community College - Remote Information Systems</td>
</tr>
<tr>
<td>PRODUCT</td>
<td>COVID-19 Remote Information and Systems Implementation and Web Development</td>
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<td>DATE</td>
<td>March 25, 2021</td>
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</table>

### PROJECT

**PURPOSE | What are we looking to do?**

Due to Covid-19, SCC (Solano Community College) needs to create more efficient means for students to access and obtain general college and specific class information remotely. With limited campus access due to COVID, these systems are a necessary means of access for students and faculty and needed to expand SCC’s web projects that keep students and potential students informed about COVID compliance protocols, status of classes, and information that would generally be obtained in person if the campus were open. JTM (James Thomas Media LLC.) will implement multiple remote information systems to achieve these essential goals for SCC. JTM will Implement, Design, Code, and Automate digital systems, programs, and web/server features for SCC.

(Client Initials: _____ ) Continued….
OBJECTIVE

What does the project work to achieve?

1. Increased Server Space - Increasing JTM server space to accommodate remote access during COVID. Convert/consolidate these pages to updated design and server housing. This will eliminate multiple other current overlapping systems in use by SCC and their costs. Additionally, it will create an all-in-one system for the SCC web material and a cohesive and uniform look throughout all web pages. Current webpages are not easily accessed and have remote access issues making them inaccessible during COVID.

2. Additional Developers - JTM will expedite and employ its team of web developers to transfer all of the additional SCC data held between omni and the current SCC server. These additional developers will work quickly to code, format, and transfer this data into the newly designed SCC front end page design to ensure students have access during COVID.

3. MailChimp official SCC email communications - JTM will implement a new email server to officially communicate all important dates and information during COVID to faculty and students. (A Master Plan for these communications has been created and will be used for this system.)

4. Slido online Q&A system (in person suspended during COVID-19) - JTM will set-up Slido as a means of Q&A for faculty, students, and vendors during live events and bidding hosted by SCC. Currently implemented in a test mode. Will expand to full education version and features)

5. Zendesk ticketing systems - Zendesk ticketing system integrates with JTM workflow software to account for all SCC media and web requests. (Usually performed during in person meetings but limited due to COVID-19). As general and department webpages are converted JTM will require these requests to filter through this system for Dean and VP approval as well as set timelines for work progress. This will ensure all departments have changes made timely and accurately. Current systems do not hold this level of features for seamless requests at SCC.

6. Automated Marketing - JTM has created a marketing masterplan encompassing all information, events, and activities at SCC. Using these new systems JTM will automate this information to alert departments of needed upcoming information for outgoing marketing materials and their projected marketing date during COVID. Examples include registration, graduation planning, transfer information, counseling and tutoring information, events, etc.

7. Third Party Implementation - JTM will work with third parties such as “Tassel” to integrate their software into the newly created SCC webpages and design elements. This will ensure a seamless transition for students to explore class options and suggestions online during COVID-19. This requires web developers from both parties to code each system into a single uniform structure in the SCC ecosystem. As opposed to linking students to other third party vendors web pages and additional logins.
Details for COVID-19 systems implementation:

This contract will include initial setup of these systems and will require additional maintenance.

**All in one server upgrade and storage -**

- JTM increased server space with Amazon Web Services
- Increased data transfer rates
- Maintain word press updates to the server
- Storage setup of all material and data in omni and directly on current SCC server

**Additional Developers -**

- JTM contracted web developers to transfer all other SCC data from older systems such as Omni and the SCC server
- Format and transfer existing data into JTM designed pages
- Code functionality of each existing page and ensure easy user experience
- Manage workload and expedited timeline of additional requested web pages

**MailChimp -**

- Setup and create multiple audiences for distribution (Students, Faculty, Management, Etc)
- Create material for programs, deadlines, and events
- Create templates in SCC branding
- Emergency posting and updates

**Slido -**

- Setup virtual Q&A service and train staff on moderation
- Code into existing SCC website
- Expand test version into fully compatible education level system

**Zendesk -**

- Setup and integration of virtual and automated ticketing system
- Code into SCC website for easy requests process
- Automate ticketing process into JTM systems and SCC systems for tracking
- Work with SCC for approval process of requests and coding of features

**Automated Marketing -**

- Input and create triggers for all accounted events approved in SCC masterplan
- Set automation for each department to streamline communication
- Create easy access data for SCC to audit material

**Third Party Implementation -**

- Dedicate hours from web development team to code in third party vendor software into SCC native site
- Manage process for easy student path exploration and registration

(Client Initials: _____ ) Continued....
**Budget:**

**COVID-19 Remote Information and Systems Implementation and Web Development**

Total Compensation of **$95,000**.

- AWS Server - 35,000
- Web Developers - 30,000
- MailChimp - 8,000
- Slido - 5,000
- Zendesk - 10,000
- Automated Marketing - 5,000
- Third Party Implementation - 2,000

*Estimated timeline of project completion June 2021*

*JTM Policy*

**Terms**

1. **Cancellation.** In the event of cancelation JTM must be made whole and paid for all created work.
2. **Signature authority.** By signing below, Client represents that it has the legal authority to execute this Agreement and agrees to be bound by same.
3. **Ownership of Deliverable.** Client shall be the owner of and shall be entitled to possession and use of deliverables upon final payment of all compensation owed to JTM. (JTM retains the right to use footage for promotional use)
4. **Unforeseen Circumstances.** JTM is not responsible for any delay caused by natural disaster, war, civil disturbance, labor dispute, contact not established with necessary parties or other cause beyond JTM’s reasonable control.
5. **Independent Contractor.** JTM is an independent contractor and not an agent, officer or employee of Client. The parties mutually understand that this Agreement is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.
6. **Employees and Additional Contractors.** JTM’s Employees and contractors on site and directed at sole discretion of JTM.
7. **Additional.** Additional costs incurred will be billed directly to client. (Client requests additional edits, multiple canceled filming events or meetings, third party costs, additions outside of scope, etc)

<table>
<thead>
<tr>
<th>DATE:</th>
<th>CLIENT SIGNATURE:</th>
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</thead>
</table>
TO:    Members of the Governing Board

SUBJECT:  APPROVAL OF AWARD TO COURSEKEY INC. COVID-19 QUESTIONNAIRE SOFTWARE ORDER

REQUESTED ACTION:
☐ Information OR ☒ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
CourseKey’s COVID-19 Questionnaire allows the institution to survey, report and document their students, faculty, and staff on whether or not they have COVID-related symptoms. The software allows users to show a green or red card before accessing the campus site.

Type and Number of Users

Faculty, Staff & Students: 300-6,500.

CONTINUED ON NEXT PAGE

STUDENT SUCCESS IMPACT:
☒ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☐ Other: ___________________________________________________________________

Government Code:         N/A                     Board Policy:                     Estimated Fiscal Impact: $90,000

SUPERINTENDENT’S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL ☐ NOT REQUIRED ☐ TABLE

Robert V. Diamond
Vice President, Finance & Administration

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Robert V. Diamond
Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.
Superintendent-President

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

April 7, 2021
TO:    Members of the Governing Board

SUBJECT:  APPROVAL OF AWARD TO COURSEKEY INC. COVID-19 QUESTIONNAIRE SOFTWARE ORDER

REQUESTED ACTION:

☐ Information  OR  ☒ Approval
☐ Consent  OR  ☐ Non-Consent

SUMMARY:

CONTINUED FROM PREVIOUS PAGE

CourseKey Inc. will provide services from April 1, 2021 until January 1, 2023. Total amount not to exceed $90,000. Attached is Schedule A Software Order Form 2.
Schedule A

Software Order Form - 2

This Software Order Form (this “Software Order Form”) is entered into by and between the customer identified below (“Customer”) and Course Key, Inc. (“CourseKey”) pursuant to the Master Customer Software Subscription Agreement between the parties dated March 31, 2021 (the “Agreement”). Unless otherwise defined in this Software Order Form, all initially capitalized terms will have the meaning ascribed to such terms in the Agreement.

Software

CourseKey’s COVID-19 Questionnaire
Allows the institution to survey, report and document their students, faculty, and staff on whether or not they have COVID-related symptoms. The software allows users to show a green or red card before accessing the campus site.

Type and Number of Users

Faculty, Staff & Students: 300-6,500

Subscription Fees

<table>
<thead>
<tr>
<th>Package</th>
<th>User Count</th>
<th>Price Per User</th>
<th>Total Price Per Timeline</th>
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<td>CourseKey’s COVID-19 Questionnaire</td>
<td>425</td>
<td>$2.00</td>
<td>$7,650</td>
<td>2021</td>
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<td>5,500</td>
<td>$1.25</td>
<td>$82,350</td>
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The Subscription Period for this Software Order Form will be from: April 1, 2021 through January 1, 2023.

Subscription fees of $90,000 will be paid in full up front within 30 days of invoice date. Fees may be refunded or added depending on the Index Calculation and Index Period.

All amounts are due within 30 days of invoice date.

Index Period

Two (2) times per year: Every six (6) months starting from the first day of the Subscription Period as defined on cover page.

Index Calculation

At the end of each six (6) month period, an Active User count for that period will be calculated. For example, should the average monthly Active User population increase from a baseline of 300 to 350 the fee would increase based on the additional 50 students. If no Active User count is provided by the institution CourseKey reserves the right bill based on either the Active Users within the system or through the previously provided number. The minimum floor for the index calculation regardless of timing is 50% of the initially provided User population.
Acceptance

IN WITNESS WHEREOF, each of the parties have executed this Software Order Form by their duly authorized officer, as of the day and year set forth below.

**COURSEKEY**

Signed By: Ryan Arnett

Title: EVP Sales

______________________________  ________________________________
Signature:                       Signature:

______________________________
Date:                           Date:

**Solano Community College**

Signed By: Robert Diamond

Title: VP, Finance & Administration

______________________________
Signature:                       Signature:

______________________________
Date:                           Date:
TO:     Members of the Governing Board

SUBJECT: CONTRACT AWARD TO J-WALT CONSTRUCTION, INC. FOR CONSTRUCTION SERVICES FOR THE STEEL FRAME OUTDOOR COVERED WELDING SHOP AREA PROJECT ON THE FAIRFIELD CAMPUS

REQUESTED ACTION:

☐ Information OR ☑ Approval

☐ Consent OR ☑ Non-Consent

SUMMARY:
Board approval is requested for award of a contract to J-Walt Construction, Inc. for the Steel Frame Outdoor Covered Welding Shop Area Project. The scope of work includes demolition of existing exterior roof structures, select areas of concrete and asphalt pavement, and construction of new steel frame outdoor cover, including new lighting, minor electrical and plumbing improvements and new chain link fencing and gates to provide students a safe learning environment.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

☐ Help our students achieve their educational, professional and personal goals

☐ Basic skills education

☐ Workforce development and training

☐ Transfer-level education

☐ Other: Renovate instructional space and update equipment.

Ed. Code: Board Policy: Estimated Fiscal Impact: $519,200 Measure Q Funds

SUPERINTENDENT’S RECOMMENDATION: ☑ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE

Lucky Lofton
Executive Bonds Manager

PRESENTATION NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7260

TELEPHONE NUMBER

Robert V. Diamond
V.P., Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.
Superintendent-President

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

April 7, 2021
TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO J-WALT CONSTRUCTION, INC. FOR CONSTRUCTION SERVICES FOR THE STEEL FRAME OUTDOOR COVERED WELDING SHOP AREA PROJECT ON THE FAIRFIELD CAMPUS

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Sealed bids were due on March 23, 2021, and a live-stream bid opening was conducted. The District received a total of three (3) bids for the Steel Frame Outdoor Covered Welding Shop Area Project.

<table>
<thead>
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<th>CONTRACTOR</th>
<th>TOTAL BID AMOUNT</th>
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<tr>
<td>J-Walt Construction, Inc.</td>
<td>$ 519,200</td>
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<tr>
<td>Abide Builders, Inc.</td>
<td>$ 581,900</td>
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<tr>
<td>Arthulia, Inc.</td>
<td>BID WITHDRAWN</td>
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It was determined that J-Walt Construction, Inc. submitted the lowest responsible and responsive bid. It is recommended that the Board award a contract to J-Walt Construction, Inc. in the amount of $ 519,200.

The contract is available online at: http://www.solano.edu/measureq/planning.php
AGENDA ITEM  12.(j)  MEETING DATE  April 7, 2021

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO OPTIMA INSPECTIONS INC. FOR PROJECT INSPECTION SERVICES FOR THE STEEL FRAME OUTDOOR COVERED WELDING SHOP AREA PROJECT

REQUESTED ACTION:

☐ Information  OR  ☑ Approval
☐ Consent  OR  ☐ Non-Consent

SUMMARY:
Board approval is requested to award a professional services contract to Optima Inspections Inc. for Division of State Architect (DSA) project construction inspection services for the Steel Frame Outdoor Covered Welding Shop Area Project on the Fairfield campus. The scope of work of this contract includes providing onsite inspection of all construction and all other items required by the Division of State Architect (DSA), including California Building Code, Title 24, 2019 Edition.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:
☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Renovate instructional space and update equipment.

<table>
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</tr>
</tbody>
</table>

Myron Hord
Assistant Director of Facilities

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7260

TELEPHONE NUMBER

Robert V. Diamond
Interim Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed. D.
Superintendent-President

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

April 7, 2021
TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO OPTIMA INSPECTIONS INC.
FOR PROJECT INSPECTION SERVICES FOR THE STEEL FRAME OUTDOOR COVERED WELDING SHOP AREA PROJECT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Proposals were solicited from the firms in the Board-approved pool of project inspection firms and were due March 19, 2021. Proposals were received from Optima Inspections Inc. and TYR, Inc. Based on qualifications, proposed scope of work, and price, Optima Inspections Inc. was determined to provide the best value for this project.

The Board is asked to approve a professional services contract to Optima Inspections Inc., in the amount not to exceed $19,980.

The contract is available online at: http://www.solano.edu/measureq/planning.php.
AGENDA ITEM 12.(k)  
MEETING DATE April 7, 2021

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO CONSOLIDATED ENGINEERING LABORATORIES FOR PROJECT SPECIAL INSPECTION AND MATERIALS TESTING SERVICES FOR STEEL FRAME OUTDOOR COVERED WELDING SHOP AREA PROJECT

REQUESTED ACTION:
- Information OR Approval
- Consent OR Non-Consent

SUMMARY:
Board approval is requested to award a professional services contract to Consolidated Engineering Laboratories for project special inspection and material testing services for the Steel Frame Outdoor Covered Welding Shop Area Project. The scope of work of this contract includes providing all offsite and onsite special inspections and materials testing as required by the Division of State Architect (DSA).

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:
- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Renovate instructional spade and update equipment.

<table>
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<th>Board Policy:</th>
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SUPERINTENDENT'S RECOMMENDATION:  
- APPROVAL
- NOT REQUIRED
- DISAPPROVAL

Lucky Lofton  
Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road  
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER  
Robert V. Diamond  
V.P., Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT

April 7, 2021

DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.  
Superintendent-President
TO:    Members of the Governing Board

SUBJECT:    CONTRACT AWARD TO CONSOLIDATED ENGINEERING LABORATORIES FOR PROJECT SPECIAL INSPECTION AND MATERIALS TESTING SERVICES FOR STEEL FRAME OUTDOOR COVERED WELDING SHOP AREA PROJECT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Proposals were solicited from firms in the Board-approved pool of project special inspection and testing firms. Proposals were received from Applied Materials & Engineering, Inc., Consolidated Engineering Laboratories, Construction Testing Services, Terracon Consultants, Inc., and Wallace Kuhl & Associates. Based on qualifications, proposed scope of work, and price, Consolidated Engineering Laboratories was determined to provide the best value for this project.

The Governing Board is asked to approve a contract to Consolidated Engineering Laboratories in an amount not to exceed $10,610.12.

The contract is available online at: http://www.solano.edu/measureq/planning.php.
TO:    Members of the Governing Board

SUBJECT: CONTRACT AWARD TO SILVERADO WALLCOVERING FOR CONSTRUCTION SERVICES FOR THE CLASSROOM TECHNOLOGY UPGRADE – BUILDING 2700 DRY ERASE AND PROJECTABLE WALLCOVERING PROJECT

REQUESTED ACTION:  

☐ Information OR ☒ Approval  
☐ Consent OR ☐ Non-Consent

SUMMARY: Board approval is requested for award of a construction services contract to Silverado Wallcovering for the Classroom Technology Upgrade – Building 2700 Dry Erase and Projectable Wallcovering Project. The scope of work includes sanding and preparation of select existing walls and installation of new wallcovering, and associated trim, designed to be used as a dry erase surface and projectable display surface for lecture rooms 2702 and 2703 in Building 2700 located on the Fairfield campus.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

☐ Help our students achieve their educational, professional and personal goals  
☐ Basic skills education  
☐ Workforce development and training  
☐ Transfer-level education  
☒ Other: Update instructional equipment

|-----------|--------------|---------------------------------------------|

SUPERINTENDENT’S RECOMMENDATION: ☒ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE

Lucky Lofton  
Executive Bonds Manager

PRESENTER’S NAME

4000 Suisun Valley Road  
Fairfield, CA 94534

ADDRESS

(707) 863-7855  
Robert V. Diamond  
VP, Finance & Administration

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

March 26, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.  
Superintendent-President

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

April 7, 2021
TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO SILVERADO WALLCOVERING FOR CONSTRUCTION SERVICES FOR THE CLASSROOM TECHNOLOGY UPGRADE – BUILDING 2700 DRY ERASE AND PROJECTABLE WALLCOVERING PROJECT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

A proposal was requested from Silverado Wallcovering, a contractor on the District’s Pre-Approved Contractor list for the District’s Board Approved CUPCCAA (California Uniform Public Construction Cost Accounting Act) program. The proposal was reviewed, and the proposed pricing was determined to be fair and appropriate to the scope of work requested.

The Board is asked to approve a contract to Silverado Wallcovering in the amount of $47,900.

The contract is available online at: http://www.solano.edu/measureq/planning.php.
AGENDA ITEM 12.(m)
MEETING DATE April 7, 2021

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO AEDIS ARCHITECTS FOR THE FAIRFIELD CAMPUS BUILDING 300 MODERNIZATION PROJECT

REQUESTED ACTION:

☐ Information OR ☑ Approval
☐ Consent OR ☑ Non-Consent

SUMMARY:
Board approval is requested for award of a professional services contract to Aedis Architects for architectural services for the Fairfield Campus Building 300 Modernization Project. This project’s scope is anticipated to be a general modernization of the campus’s existing Building 300. The overall goal of the project is to modernize the aging building to current standards. Aedis Architects would conduct an initial study / feasibility assessment to determine the complete future scope of Building 300’s modernization.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:
☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Modernization of existing instructional space.

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<tbody>
<tr>
<td>SUPERINTENDENT’S RECOMMENDATION:</td>
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<td>☐ NOT REQUIRED</td>
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<td>Lucky Lofton</td>
<td>Executive Bonds Manager</td>
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</table>

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Robert Diamond
VP, Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

Dr. Celia Esposito-Noy
Superintendent-President

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

April 7, 2021
TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO AEDIS ARCHITECTS FOR THE FAIRFIELD CAMPUS BUILDING 300 MODERNIZATION PROJECT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The scope of work includes architectural services, coordination with engineering firms, meetings with District Staff, site investigations, review of historical documents / reports, preparation of a rough order of magnitude (ROM) construction estimate, and a final report with the studies’ findings. This final report will be used to prioritize and finalize the anticipated modernization scope of this project.

A proposal was requested directly from Aedis Architects due to their experience with similar projects. Aedis Architects is listed on the District’s prequalified pool of architectural firms, which was Board Approved at the April 17, 2019 Board Meeting. Aedis’ proposal was reviewed and is appropriate for the scope of work requested.

Aedis Architects is recommended for award of a contract for the initial study / feasibility assessment for the Building 300 Modernization Project.

The Board is asked to approve an architectural services contract to Aedis Architects, in the amount not to exceed $28,430.

The agreement is available online at:
TO: Members of the Governing Board

SUBJECT: MEASURE Q BOND PROJECT INITIATION: ON-CAMPUS HOUSING

REQUESTED ACTION:

☐ Information OR ☑ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
Board approval is requested for initiation of the On-Campus Housing Project. Work done as part of this project is to evaluate and assess the need for and feasibility of on-campus housing at the Fairfield Campus. This is an anticipated partnership project whereby the District will work with a third party to plan, build, operate and maintain a housing project located on campus property. This is commonly referred to as a "P3" (Public-Private Partnership) project.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

☒ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☐ Other:

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<th>Estimated Fiscal Impact:</th>
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<td>N/A. Projects are part of the total Measure Q expenditure of $348,000,000</td>
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SUPERINTENDENT'S RECOMMENDATION:

 ☑ APPROVAL ☐ DISAPPROVAL ☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
Executive Bonds Manager

PRESENTERS NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Robert V. Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.
Superintendent-President

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

April 7, 2021
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: MEASURE Q BOND PROJECT INITIATION: ON-CAMPUS HOUSING

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

On December 2, 2020, the Board approved the 2020 Facilities Master Plan, which included an on-campus housing project. The concept is for co-generational housing providing college students, seniors and potentially other community members the opportunity to live on the Fairfield campus.

The Board is asked to approve the initiation of the On-Campus Housing Project as described in the attached Project Initiation Form.
### SOLANO CCD CAPITAL IMPROVEMENT PROGRAM
#### Project Initiation Form

<table>
<thead>
<tr>
<th>Campus:</th>
<th>District Wide</th>
<th>Date:</th>
<th>04/07/21</th>
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<tbody>
<tr>
<td>Building Name(s):</td>
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<td>Project No.:</td>
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<tr>
<td>Project Name:</td>
<td>On-Campus Housing</td>
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<tr>
<td>Project Scope:</td>
<td>Work done under this project is to evaluate and assess the need for and feasibility of on-campus housing at the Fairfield Campus. This project is anticipated as a partnership project whereby the District will work with a third party to plan, build, operate and maintain a housing project located on campus property. This is commonly referred to as a &quot;P3&quot; project. The current project cost estimate assumes that funding for this project will primarily be paid for by the third party, and the District will pay for the initial needs analysis and feasibility study. The project includes the following components: needs assessment and feasibility study, planning, design, construction, and operations and maintenance services.</td>
<td></td>
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<tr>
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<td>Measure Q Bond Funds</td>
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<td>Design Consultant:</td>
<td>TBD</td>
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<tr>
<td>Design Start Date:</td>
<td>Feasibility study anticipated to start in June 2021.</td>
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<tr>
<td>Construction Start/End Schedule:</td>
<td>TBD / TBD</td>
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<tr>
<td>Delivery Method:</td>
<td>P3 (Public-Private Partnership)</td>
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<tr>
<td>Comments:</td>
<td>Project is part of the February 17, 2021 Board approved Measure Q Bond Spending Plan.</td>
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<tr>
<td>KCEM Project Manager</td>
<td>Priscilla Meckley/Noe Ramos</td>
<td></td>
<td></td>
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<tr>
<td>Submitted by:</td>
<td>Priscilla Meckley</td>
<td>Program Director, Kitchell CEM</td>
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#### PROJECT AUTHORIZATION

<table>
<thead>
<tr>
<th>Priscilla Meckley</th>
<th>Lucky Lofton</th>
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<tbody>
<tr>
<td>Program Director</td>
<td>Executive Bonds Manager</td>
</tr>
<tr>
<td>Kitchell CEM</td>
<td>Solano Community College District</td>
</tr>
</tbody>
</table>

**PLEASE NOTE:** This PIF (Project Initiation Form) is provided at the onset of a large stand-alone project or for a bond spending plan category when a new tranche is established. This form summarizes the overall intent for the project or bond spending plan category prior to the start of the work. It is expected that (after initiation) scope, schedule and budget will likely change as the work is done. This PIF is not resubmitted to reflect these changes, if and when they occur, as Board of Trustees are informed of and take action upon (per policy and procedures) project and program work as it progresses.
TO: Members of the Governing Board

SUBJECT: MEASURE Q BOND PROJECT INITIATION: SOLAR ENERGY

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
Board approval is requested for initiation of the Solar Energy Project. This project is to add solar production to the District’s Fairfield Campus with the application of solar photovoltaic arrays. The project goal is to completely offset current energy consumption with the potential of over production (up to an anticipated 5 megawatts) for the Fairfield Campus.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:
☒ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☐ Other:

| Ed. Code: | Board Policy: | Estimated Fiscal Impact: | N/A. Projects are part of the total Measure Q expenditure of $348,000,000 |

SUPERINTENDENT’S RECOMMENDATION: ☒ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE

Lucky Lofton
Executive Bonds Manager

PRESENTERS NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER
Robert V. Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL
March 26, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.
Superintendent-President

DATE APPROVED BY SUPERINTENDENT-PRESIDENT
April 7, 2021

-38-
TO: Members of the Governing Board

SUBJECT: MEASURE Q BOND PROJECT INITIATION: SOLAR ENERGY

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

On December 2, 2020, the Board approved the 2020 Facilities Master Plan update, which included the development of a solar photovoltaic field on the Fairfield Campus. This solar field will aid the District in its goal to offset current energy consumption.

The Board is asked to approve the initiation of the Solar Energy Project as described in the attached Project Initiation Form.
### SOLANO CCD CAPITAL IMPROVEMENT PROGRAM
#### Project Initiation Form

<table>
<thead>
<tr>
<th>Campus:</th>
<th>District Wide</th>
<th>Date:</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Building Name(s):</td>
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<td>Project No.:</td>
<td>814060</td>
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<tr>
<td>Project Name:</td>
<td>Solar Energy</td>
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<tr>
<td>Project Scope:</td>
<td>Work done under this project is to add solar production to the District's Fairfield Campus with the application of solar photovoltaic arrays. The project goal is to completely offset current energy consumption with the potential of over production (up to 5 megawatts) for the Fairfield Campus. The project includes the following components: feasibility study, assessment, planning, design, construction, and operation/maintenance.</td>
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<tr>
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<td>Construction Cost Estimate:</td>
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<tr>
<td>Funding Source(s):</td>
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<tr>
<td>Design Consultant:</td>
<td>TBD</td>
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<tr>
<td>Design Start Date:</td>
<td>Feasibility study anticipated to start in April 2021</td>
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</tr>
<tr>
<td>Construction Start/End Schedule:</td>
<td>June 2022 / December 2022</td>
<td></td>
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</tr>
<tr>
<td>Delivery Method:</td>
<td>Design-Build</td>
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<tr>
<td>Comments:</td>
<td>Project is part of the February 17, 2021 Board approved Measure Q Bond Spending Plan.</td>
<td></td>
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<tr>
<td>KCEM Project Manager</td>
<td>Noe Ramos</td>
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<td>Submitted by:</td>
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**PROJECT AUTHORIZATION**

<table>
<thead>
<tr>
<th>Priscilla Meckley</th>
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**PLEASE NOTE:** This PIF (Project Initiation Form) is provided at the onset of a large stand-alone project or for a bond spending plan category when a new tranche is established. This form summarizes the overall intent for the project or bond spending plan category prior to the start of the work. It is expected that (after initiation) scope, schedule and budget will likely change as the work is done. This PIF is not resubmitted to reflect these changes, if and when they occur, as Board of Trustees are informed of and take action upon (per policy and procedures) project and program work as it progresses.
TO: Members of the Governing Board

SUBJECT: APPROVAL OF CONTRACT CHANGE ORDER #12 TO BHM CONSTRUCTION, INC. FOR THE FAIRFIELD LIBRARY/LEARNING RESOURCE CENTER PROJECT

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☑ Non-Consent

SUMMARY:
Board approval is requested for Change Order #12 to the Contract with BHM Construction, Inc., the general contractor for the Fairfield Library/Learning Resource Center (LLRC) Project. On October 16, 2019 the Board approved a contract with BHM Construction, Inc. (BHM) for the Fairfield LLRC Project.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Provide complete functionality of new LLRC building

Ed. Code: Board Policy: Estimated Fiscal Impact: $658,437.00 State and Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☑ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE

Lucky Lofton
Executive Bonds Manager

PRESENTERS NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

Vice President, Finance and Administration

VICE PRESIDENT APPROVAL

March 26, 2021

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

-41-
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT CHANGE ORDER #12 TO BHM CONSTRUCTION, INC. FOR THE FAIRFIELD LIBRARY/LEARNING RESOURCE CENTER PROJECT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

During the process of construction, RFI (Request for Information) / Submittal review and project inspection, the following issues changes were noted required:

- Fire sprinkler emergency generator and associated electrical costs
- Electrical changes required for compliance with elevator manufacturer requisites
- Added cable and cable tray resulting from fire sprinkler conflicts
- Fiber optic infrastructure upgrade futureproofing requested by IT
- Skylight covering due to inclement weather
- Redesign of aluminum trim to allow for installation of FRP (Fibre-Reinforced Plastic) panels
- Additional steel penetrations due to unforeseen conditions
- Change to bird bat exclusion material on 1st floor not entirely detailed
- Louvers and attachments not detailed or shown properly in drawings
- Owner requested walkway to Building 700
- Additional backing strap at roof parapet required due to unforeseen conditions
- Change to bird bat exclusion material on 2nd floor not entirely detailed
- Condensate drain lines not shown in drawings
- Wall framing not shown in drawings
- Drift joint sealant not detailed in drawings
- Additional welding and steel due to unforeseen conditions during installation of windows and fire sprinkler at the skylight
- Addition of dutch door to IT office at owner's request
- Added elevator steel frame to meet elevator manufacturer requirements
- Additional sprinkler head required to meet code
- Additional grinding welding steel for rooftop HVAC units not detailed in drawings
- Additional framing reinforcement for skylight per DSA (Division of State Architect) requirements
- Lighting fixtures not shown in drawings
- Additional electrical outlet at circulation desk at owner's request

BHM’s Change Order Request includes all costs of both time and material of the aforementioned changes.

Following is a summary of the Contract:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Description</th>
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<tbody>
<tr>
<td>$30,279,100.00</td>
<td>Original Contract Amount</td>
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<tr>
<td>$685,944.00</td>
<td>Previously Approved Change Orders (11)</td>
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<tr>
<td>$658,437.00</td>
<td>Proposed Change Order #12</td>
</tr>
<tr>
<td><strong>$31,623,481.00</strong></td>
<td>NEW Contract Amount, Including Change Order #12</td>
</tr>
</tbody>
</table>

The Board is asked to approve this Change Order #12 to BHM Construction in the amount of $658,437.00 resulting in a new contract amount of $31,623,481.00.

The agreement is available online at: [http://www.solano.edu/measureq/planning.php](http://www.solano.edu/measureq/planning.php)
TO:    Members of the Governing Board

SUBJECT: COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) PARTNERSHIP AGREEMENT BETWEEN SOLANO COMMUNITY COLLEGE AND SOLANO COUNTY OFFICE OF EDUCATION’S ELITE PUBLIC SCHOOLS

REQUESTED ACTION:

☐ Information OR ☑ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
A partnership agreement between Solano Community College and SCOE’s ELITE Public Schools in Vallejo is presented for review and approval by the Governing Board. CCAPs were established by AB 288 (Holden) in 2015 with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness. Approval of this agreement provides access to early college opportunities at the high school site, serves a more diverse population of students, and increases collaboration between the high school district and the community college district. The goals and terms are outlined in the agreement which will be in effect from July 1, 2021 – June 30, 2024.

STUDENT SUCCESS IMPACT:
☑ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☑ Workforce development and training
☐ Transfer-level education
☐ Other: ___________________________________________________________________

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<th>Ed. Code:</th>
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<td>☑ APPROVAL ☐ DISAPPROVAL ☐ NOT REQUIRED ☐ TABLE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>David Williams, Ph.D.</td>
<td>Vice President, Academic Affairs</td>
<td></td>
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<tr>
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<td>Fairfield, CA 94534</td>
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<table>
<thead>
<tr>
<th>ADDRESS</th>
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<tbody>
<tr>
<td>707 864-7117</td>
</tr>
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</table>

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<tr>
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<td>Vice President, Academic Affairs</td>
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<table>
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<tr>
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<tbody>
<tr>
<td>March 26, 2021</td>
</tr>
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</table>

<table>
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<tr>
<th>DATE APPROVED BY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Celia Esposito-Noy, Ed.D.</td>
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<tr>
<td>Superintendent-President</td>
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COLLEGE AND CAREER ACCESS PATHWAYS
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT
2021-2024 ELITE Public Schools

This College and Career Access Pathways Partnership Agreement (CCAP Agreement) is between Solano Community College District on behalf of Solano College (“COLLEGE”), 4000 Suisun Valley Road, Fairfield, CA 94534, and Solano County Office of Education on behalf of ELITE Public Schools (“SCHOOL DISTRICT”), 100 Whitney Avenue Vallejo, CA 94589.

WHEREAS, the mission of the COLLEGE includes providing educational programs and services that are responsive to the needs of the students and communities within the Solano Community College District; and

WHEREAS, students who complete college credit while enrolled in high school are more likely to earn high school diplomas, to enroll in community colleges and four-year colleges, to attend post-secondary education on a full-time basis, and to complete degrees in those institutions than students without these experiences; and

WHEREAS, SCHOOL DISTRICT is a public school district serving grades 9-12 located in Solano County and within the regional service area of the COLLEGE unless otherwise specified and agreed to as specified in Sec. 2 (e); and

WHEREAS, the COLLEGE and SCHOOL DISTRICT desire to enter into this CCAP Agreement for the purpose of offering or expanding dual enrollment opportunities, consistent with the provisions of AB 288, for high school students “who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, and helping high school students to achieve college and career readiness.”

WHEREAS, instruction will comply with the student enrollment requirements, curriculum guidelines, recommendations and procedures promulgated by applicable law, the California Community College Chancellor’s Office and COLLEGE;

NOW THEREFORE, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. TERM OF AGREEMENT

1.1 The term of this CCAP Agreement shall be for three (3) years beginning on July 1, 2021 and ending on June 30, 2024, and will be subject to renewal, unless otherwise terminated in accordance with Section 19 of this Agreement.

1.2 This CCAP Agreement outlines the terms of the Agreement. The CCAP Agreement Appendix shall specify additional detail regarding, but not be limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those courses; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of students to benefit from those courses. The CCAP Agreement Appendix shall also establish protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school students to enroll in community college courses.
1.3 The CCAP Agreement Appendix shall identify a point of contact for the participating community college district and school district partner. Sec. 2 (c)(2)

1.4 A copy of the COLLEGE AND SCHOOL DISTRICT CCAP Agreement shall be filed with the office of the Chancellor of the California Community Colleges before the start of the CCAP partnership. Sec. 2 (c)(3)

2. DEFINITIONS

2.1 CCAP Agreement Courses - Courses offered as part of this CCAP Agreement shall be community college courses acceptable towards a career technical education credential or certificate, or preparation for transfer, or appropriate to improve high school graduation rates or help high school students achieve college and career readiness. All community college courses offered at the SCHOOL DISTRICT have been approved in accordance with the policies and guidelines of the COLLEGE and applicable law. Sec. 2 (a)

2.2 Consistent with AB 288, this CCAP Agreement may include “students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)

2.3 Student - A resident or nonresident student attending high school in California. Pursuant to SB 150 Concurrent enrollment in secondary school and community college: nonresident tuition exemption: Effective January 1, 2014, concurrently enrolled students (high school students enrolled in college classes) who are classified as nonresident students for tuition purposes may be eligible for the SB 150 waiver of nonresident tuition while still in high school. Students must be special admit part-time students who are attending high school in California.

3. STUDENT ELIGIBILITY, SELECTION AND ENROLLMENT, ADMISSION, REGISTRATION, MINIMUM SCHOOL DAY

3.1 Student Eligibility - Students who “may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, and assisting high school students to achieve college and career readiness” Sec. 2 (a) and “students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)

3.2 Student Selection and Enrollment - Enrollment shall be open to all eligible students as part of the CCAP Agreement who have been admitted to the COLLEGE and who meet all applicable prerequisites. Student selection criteria may be further specified in the CCAP Agreement Appendix. Applicable prerequisite courses, training, or experience and standards required as preparation for courses offered through the CCAP Agreement will be determined by COLLEGE and shall comply with applicable law and the COLLEGE standards and policies.
3.3 College Admission and Registration - Procedures for students participating in the CCAP Agreement shall be governed by the COLLEGE and shall comply with the admissions and registration guidelines set forth in applicable law and the COLLEGE policy.

3.4 Student Records – It is the responsibility of the student to follow the COLLEGE process when requesting an official COLLEGE transcript for grade submission to the SCHOOL DISTRICT unless otherwise specified in the Appendix.

3.5 Priority Enrollment - A COLLEGE participating in this CCAP Agreement may assign priority course registration to a student seeking to enroll in a community college course that is required for the student’s CCAP partnership program that is equivalent to the priority assigned to a pupil attending middle college high school as described in Section 11300 and consistent with middle college high school provisions in Section 76001. Sec. 2 (3)(g)

3.6 As part of a CCAP Agreement, a participating community college district shall not provide physical education course opportunities to high school students or any other course opportunities that do not assist in the attainment of the goals associated with career technical education or preparation for transfer, improving high school graduation rates, or helping high school students achieve career and college readiness. Sec. 2 (d)

3.7 Students participating in a CCAP Agreement may enroll in up to a maximum of 15 units per term per conditions specified in AB 288, Sec. 2 (p)(1)(2)(3). Specifically, the units must constitute no more than four community college courses per term and be part of an academic program that is part of the Agreement designed to award students with both a high school diploma and an associate degree or certificate or a credential.

3.8 Minimum School Day - The SCHOOL DISTRICT shall certify that it shall teach SCHOOL DISTRICT students participating as part of a CCAP Agreement no less than the number of instructional minutes required to complete a minimum school day pursuant to Education Code §§ 46141 and 46142.

4. COLLEGE ENROLLMENT AND APPLICATION PROCEDURES

4.1 The COLLEGE will be responsible for processing student enrollment applications.

4.2 The COLLEGE will provide the necessary admission and enrollment forms and procedures and both COLLEGE and SCHOOL DISTRICT will jointly ensure that each applicant has met all the enrollment requirements, including liability and medical care coverage requirements, if any.

4.3 The SCHOOL DISTRICT agrees to assist COLLEGE in the application and enrollment of SCHOOL DISTRICT students as may be necessary and requested by COLLEGE.

4.4 The SCHOOL DISTRICT and COLLEGE understand and agree that successful COLLEGE registration requires that each participating student has completed the COLLEGE enrollment application process prior to the start of the course.
5. PARTICIPATING STUDENTS

5.1 A high school student enrolled in a course offered through a CCAP Agreement shall not be assessed any fee that is prohibited by Education Code Section 49011. See also Sec. 2 (f)(q). The governing board of a community college district participating in a CCAP partnership agreement established pursuant to this article shall exempt special part-time students described in subdivision (p) from the fee requirements in Sections 76060.5, 76140, 76223, 76300, 76350, and 79121.

5.2 The total cost of books and instructional materials for SCHOOL DISTRICT students who enroll in a COLLEGE course offered as part of this CCAP Agreement will be specified in the Appendix to this Agreement. Costs will be borne by SCHOOL DISTRICT. Books and instructional materials purchased by the SCHOOL DISTRICT will remain the property of and housed at the SCHOOL DISTRICT. The COLLEGE will ensure, whenever possible, textbooks remain the same throughout the term of the CCAP agreement. Both SCHOOL DISTRICT and COLLEGE will pursue methods of keeping textbook costs to a minimum.

5.3 Participating students must meet all prerequisite requirements of the COLLEGE as established by the COLLEGE and stated in the college catalog before enrolling in a course offered as part of this CCAP Agreement.

5.4 Grades earned by students enrolled in courses offered as part of this CCAP Agreement will be posted on the official COLLEGE transcript. Students may submit a request for Pass/No Pass if the course is designated as such in the COLLEGE catalog. Pass/No Pass grades are not factored into the student’s college Grade Point Average (GPA); such courses may or may not be accepted by other colleges or universities or accepted by some majors.

5.5 Students enrolled in courses offered as part of this CCAP Agreement will be directed to the official catalog of the COLLEGE for information regarding applicable policies and procedures.

5.6 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement will be eligible for student support services, which shall be available to them at the COLLEGE or through the SCHOOL DISTRICT. COLLEGE shall ensure that student support services, including counseling and guidance, and tutoring are available to participating students at the COLLEGE. SCHOOL DISTRICT shall ensure that support services, including counseling and guidance, and assistance with course selection are available to students at the SCHOOL DISTRICT.

5.7 Students requiring reasonable accommodations for COLLEGE courses offered at the SCHOOL DISTRICT as part of this CCAP Agreement will receive services through the SCHOOL DISTRICT. Students requiring reasonable accommodations for COLLEGE courses offered at the COLLEGE will receive services through the COLLEGE. Reasonable accommodations for students enrolled in college courses do not necessarily align with a student’s school district IEP.
5.8 Students who withdraw from courses offered as part of this CCAP Agreement will not receive COLLEGE credit and will receive the appropriate administrative notation. Students must comply with, and submit appropriate information/paperwork, by all published deadlines. Transcripts will be annotated according to COLLEGE policy.

5.9 A course dropped within the COLLEGE drop “without a W” deadline will not appear on the SCHOOL DISTRICT or the COLLEGE transcript and will not count towards the number of enrollments or attempts to complete the course.

5.10 Enrollment in a course offered as part of this CCAP Agreement is limited in accordance with College enrollment policies and state restrictions.

6. CCAP AGREEMENT COURSES

6.1 The COLLEGE may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus during the regular school day and the community college course is offered pursuant to a CCAP Agreement. Sec. 2 (o)(1)

6.2 The COLLEGE is responsible for all courses and educational programs offered as part of this CCAP Agreement regardless of whether the course and educational program is offered on site at the SCHOOL DISTRICT or at the COLLEGE.

6.3 The scope, nature, time, location, and listing of courses shall be offered and determined by the COLLEGE with the approval of the Governing Board and will be recorded in the Appendix to this Agreement. Sec. 2 (c)(1)

6.4 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be of the same quality and rigor as those offered on COLLEGE campus and shall comply with the COLLEGE academic standards.

6.5 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be part of an academic or career pathway offered at the COLLEGE; for the terms of this agreement, a pathway is defined as at least two courses taken in sequence.

6.6 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be listed in the COLLEGE catalog with the same department designations, course descriptions, numbers, titles, and credits.

6.7 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated COLLEGE academic department.

6.8 Courses offered as part of this CCAP Agreement will comply with all applicable regulations, policies, procedures, prerequisites and standards applicable to COLLEGE as well as any corresponding policies, practices, and requirements of the SCHOOL DISTRICT. In the event of a conflict between the COLLEGE course related regulations, policies, procedures, prerequisites and standards and SCHOOL DISTRICT policies, practices and requirements, the COLLEGE regulations, policies, procedures, prerequisites, and standards, shall prevail.
6.9 Site visits and instructor evaluations by one or more representatives of the COLLEGE shall be permitted by the SCHOOL DISTRICT to ensure that courses offered as part of this CCAP Agreement in the SCHOOL DISTRICT are the same as the courses offered on the COLLEGE campus and in compliance with the COLLEGE academic standards.

6.10 A student's withdrawal prior to completion of a course offered as part of this CCAP Agreement shall be in accordance with COLLEGE guidelines, policies, pertinent statutes and regulations and will remain on the student’s college transcript.

6.11 Supervision and evaluation of students enrolled in courses offered as part of this CCAP Agreement shall be in accordance with the COLLEGE guidelines, policies, pertinent statutes, and regulations.

6.12 COLLEGE has the sole right to oversee the instructional activities of all instructors, including conducting performance reviews and providing recommendations for professional development.

6.13 This CCAP Agreement certifies that any remedial course taught by community college faculty at a partnering high school campus shall be offered only to high school students who do not meet their grade level standard in math, English, or both on an interim assessment in grade 10 or 11, as determined by the partnering SCHOOL DISTRICT, and shall involve collaborative effort between the SCHOOL DISTRICT and the COLLEGE faculty to deliver an innovative remediation course as an intervention in the student’s junior or senior year to ensure the student is prepared for college-level work upon graduation. Sec. 2 (n)

7. INSTRUCTOR(S)

7.1 All instructors teaching COLLEGE courses offered as part of this CCAP Agreement must meet the minimum qualifications for instruction in a California community college as set forth in Title 5 California Code of Regulations, Sections 53410 and 58060 or as amended and be hired by the COLLEGE.

7.2 The CCAP Agreement Appendix shall specify which participating SCHOOL DISTRICT or COLLEGE will be the employer of record for purposes of assignment monitoring and reporting to the county office of education. Sec. 2 (m)(1)

7.3 This CCAP Agreement specifies the SCHOOL DISTRICT will assume reporting responsibilities pursuant to applicable federal teacher quality mandates. Sec. 2 (m)(2)

7.4 Instructors who teach COLLEGE courses offered as part of this CCAP Agreement must provide the supervision and control reasonably necessary for the protection of the health and safety of students and may not have any other assigned duty during the instructional activity.

7.5 Instructors who teach COLLEGE courses shall comply with the fingerprinting requirements set forth in Ed Code § 45125 or as amended and the tuberculosis testing and risk assessment requirements of California Health and Safety Code § 121525 or as amended.
7.6 Prior to teaching, faculty shall receive discipline-specific training and orientation from COLLEGE regarding, but not limited to, course curriculum, assessment criteria, pedagogy, course philosophy, testing and grading procedures record keeping, and other instructional responsibilities. Said training may be approved and provided by the COLLEGE. Faculty will be required to comply with college attendance reporting, student referral reporting, and grade submission processes and deadlines.

7.7 Faculty will participate in professional development activities sponsored by the COLLEGE as required by the terms and condition of the contract and shall be encouraged to participate in ongoing collegial interaction to include, but not limited to course content, course delivery, assessment, evaluation, and/or research and development in the field.

7.8 Faculty performance shall be evaluated by the COLLEGE using the adopted evaluation process and standards for faculty of the COLLEGE, subject to the approval of the COLLEGE.

7.9 SCHOOL DISTRICT personnel selected to be instructors will be subject to the authority of the COLLEGE specifically with regard to their duties as instructors.

7.10 The COLLEGE and SCHOOL DISTRICT jointly determine the subject areas of instruction. The COLLEGE shall determine the number of instructors and the ratio of instructors to students.

8. ASSESSMENT OF LEARNING AND CONDUCT

8.1 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same standards of achievement as students in courses taught on the COLLEGE campus.

8.2 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same grading standards as those expected of students in courses taught on the COLLEGE campus.

8.3 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be assessed using the same methods (e.g., papers, portfolios, quizzes, labs, etc.) as students in courses taught on the COLLEGE campus.

8.4 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same behavioral standards as those expected of students in courses taught both at the SCHOOL DISTRICT and on the COLLEGE campus. Both parties will review standards for student behavior and the student discipline process and work together in resolving behavioral issues.
9. **LIAISON AND COORDINATION OF RESPONSIBILITIES**

9.1 The COLLEGE shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between COLLEGE and SCHOOL DISTRICT in conformity with the COLLEGE policies and standards. Sec. 2 (c)(2)

9.2 The SCHOOL DISTRICT shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between SCHOOL DISTRICT and COLLEGE in conformity with SCHOOL DISTRICT policies and standards. Sec. 2 (c)(2)

9.3 The COLLEGE will provide SCHOOL DISTRICT personnel with reasonable assistance, direction and instruction in how to fulfill their responsibilities under this CCAP Agreement, including completing the enrollment application process, outreach/recruitment activities and compliance with the COLLEGE policy and COLLEGE procedures and academic standards.

9.4 The SCHOOL DISTRICT shall provide personnel to perform clerical services and services associated with student outreach and recruitment activities, completing the application process, the enrollment of eligible students and other related services as deemed necessary.

9.5 The SCHOOL DISTRICT's personnel will perform services specified in 9.4 as part of their regular assignment. SCHOOL DISTRICT personnel performing these services will be employees of SCHOOL DISTRICT, subject to the authority of SCHOOL DISTRICT, but will also work collaboratively with the COLLEGE, specifically with regard to their duties pertaining to the COLLEGE courses.

9.6 This CCAP Agreement requires an annual report as specified in the Appendix, to the office of the Chancellor of the California Community Colleges by each participating COLLEGE and SCHOOL DISTRICT on all the following information: Sec. 2 (t)(1)(A-D)

- The total number of high school students by school site enrolled in each partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws. Sec. 2 (t)(1)(A)
- The total number of community college courses by course category and type and by school site enrolled in by CCAP partnership participants. Sec. 2 (t)(1)(B)
- The total number and percentage of successful course completions, by course category and type and by school site, of CCAP partnership participants. Sec. 2 (t)(C)
- The total number of full-time equivalent students generated by CCAP partnership community college district participants. Sec. 2 (t)(1)(D)
10. **APPORTIONMENT**

10.1 The COLLEGE shall include the students enrolled in a CCAP Agreement course in its report of full-time equivalent students (FTES) for purposes of receiving state apportionments when the course(s) complies with current requirements for dual enrollment under applicable California law.

10.2 For purposes of allowances and apportionments from Section B of the State School Fund, a community college district conducting a closed course on a high school campus shall be credited with those units of full-time equivalent students attributable to the attendance of eligible high school students. Sec. 2 (o)(2)

10.3 The COLLEGE shall not receive a state allowance or apportionment for an instructional activity for which the SCHOOL DISTRICT has been, or shall be, paid an allowance or apportionment. Sec. 2 (r)

10.4 The attendance of a high school student at a community college as a special part-time or full-time student pursuant to this section is authorized attendance for which the community college shall be credited or reimbursed pursuant to Section 48802 or 76002, provided that no school district has received reimbursement for the same instructional activity. Sec. 2 (s)

11. **CERTIFICATIONS**

11.1 The SCHOOL DISTRICT certifies that the direct education costs of the courses offered as part of this CCAP Agreement are not being fully funded through other sources.

11.2 The COLLEGE certifies that it has not received full compensation for the direct education costs for the courses offered as part of this CCAP Agreement from other sources.

11.3 The SCHOOL DISTRICT agrees and acknowledges that the COLLEGE will claim apportionment for the SCHOOL DISTRICT students enrolled in community college course(s) under this CCAP Agreement.

11.4 This CCAP Agreement certifies that any COLLEGE instructor teaching a course on a SCHOOL DISTRICT campus has not been convicted of any sex offense as defined in Ed Code § 87010 or as amended, or any controlled substance offense as defined in Ed Code § 87011 or as amended. Sec. 2 (h)

11.5 This CCAP Agreement certifies that any community college instructor teaching a course at the partnering high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus. Sec. 2 (i)

11.6 This CCAP Agreement certifies that a qualified high school teacher teaching a course offered for college credit at a high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus. Sec. 2 (j)
11.7 The COLLEGE certifies that:

- A community college course offered for college credit at the participating SCHOOL DISTRICT does not reduce access to the same course offered at the partnering COLLEGE. Sec. 2 (k)(1)

- A community college course that is oversubscribed or has a waiting list shall not be offered or included in this Agreement, whenever possible. Sec. 2 (k)(2)

- The Agreement is consistent with the core mission of the COLLEGE pursuant to Section 66010.4, and that students participating in this Agreement will not lead to displacement of otherwise eligible adults at the COLLEGE. Sec. 2 (k)(3)

11.8 This Agreement certifies that the SCHOOL DISTRICT and COLLEGE comply with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP Agreement course offered for high school credit. Sec. 2 (l)

12. PROGRAM IMPROVEMENT

12.1 The COLLEGE and the SCHOOL DISTRICT may annually conduct surveys of participating SCHOOL DISTRICT students, instructors, principals, and guidance counselors for the purpose of informing practice, making adjustments, and improving the quality of courses offered as part of this CCAP Agreement.

13. RECORDS

13.1 Permanent records of student enrollment, attendance, grades and achievement for students under this CCAP agreement shall be maintained by COLLEGE.

13.2 Each party shall maintain records pertaining to this CCAP Agreement as may be required by federal and state law. Each party may review and obtain a copy of the other party's pertinent records subject to federal and state privacy statutes. Students enrolled in CCAP Agreement courses authorize the COLLEGE to provide a transcript to SCHOOL DISTRICT upon completion of the course.

14. REIMBURSEMENT

14.1 The financial arrangements implied herein may be adjusted annually by a duly adopted written Appendix to this CCAP Agreement.

15. FACILITIES

15.1 The SCHOOL DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the instruction and do so without charge to the COLLEGE or students. SCHOOL DISTRICT agrees to clean, maintain, and safeguard SCHOOL DISTRICT's premises. SCHOOL DISTRICT warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.
15.2 The SCHOOL DISTRICT will furnish, at its own expense, all course materials, specialized equipment, books and other necessary equipment for all SCHOOL DISTRICT students. The parties understand that such equipment and materials are SCHOOL DISTRICT’s sole property. The instructor shall determine the type, make, and model of all equipment, books and materials to be used during each course offered as part of this CCAP Agreement. SCHOOL DISTRICT understands that no equipment or materials fee may be charged to students except as may be provided for by Education Code 49011.

15.3 The COLLEGE facilities may be used subject to mutually agreement by the parties as expressed in the Appendix to this Agreement.

15.4 SCHOOL DISTRICT agrees to provide instructor and students access to necessary software, websites, and to maintain IT systems essential to instruction and completion of the course.

16. INDEMNIFICATION

16.1 The SCHOOL DISTRICT agrees to and shall indemnify, save and hold harmless the COLLEGE and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of SCHOOL DISTRICT’s performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SCHOOL DISTRICT, its officers, employees, independent contractors, subcontractors, agents and other representatives.

16.2 The COLLEGE agrees to and shall indemnify, save and hold harmless the SCHOOL DISTRICT and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of COLLEGE’S performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the COLLEGE its officers, employees, independent contractors, subcontractors, agents and other representatives.

17. INSURANCE
17.1 The SCHOOL DISTRICT, in order to protect the COLLEGE, its agents, employees and officers against claims and liability for death, injury, loss and damage arising out of or in any manner connected with the performance and operation of the terms of this agreement, shall secure and maintain in force during the entire term of this agreement, insurance coverage or an approved program of self-insurance in the amount of not less than ONE MILLION DOLLARS ($1,000,000) per incident, and property damage insurance of not less than ONE HUNDRED THOUSAND DOLLARS ($100,000) per accident with an admitted California insurer duly licensed to engage in the business of insurance in the State of California, or public entity risk management Joint Powers Authority, authorized to provide public liability and property damage insurance in the state of California. Said policy of insurance, insurance coverage through a public entity risk management JPA or program of self-insurance shall expressly name the COLLEGE, its agents, employees and officers as an additional insured for the purposes of this Agreement. A certificate of insurance including such endorsement shall be furnished to the COLLEGE.

17.2 For the purpose of Workers' Compensation, the COLLEGE shall be the "primary employer" for all its personnel who perform services as instructors. The COLLEGE shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by COLLEGE personnel made in connection with performing services and receiving instruction under this Agreement. COLLEGE agrees to hold harmless, indemnify, and defend SCHOOL DISTRICT, its directors, officers, agents, and employees from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by COLLEGE personnel connected with providing services under this Agreement.

17.3 For the purpose of Workers' Compensation, the SCHOOL DISTRICT shall be the "primary employer" for all its personnel who perform services as instructors. The SCHOOL DISTRICT shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by SCHOOL DISTRICT personnel made in connection with performing services and receiving instruction under this Agreement. SCHOOL DISTRICT agrees to hold harmless, indemnify, and defend COLLEGE, its directors, officers, agents, and employees from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by SCHOOL DISTRICT personnel connected with providing services under this Agreement.

18. NON-DISCRIMINATION

18.1 Neither the SCHOOL DISTRICT nor the COLLEGE shall discriminate on the basis of race or ethnicity, gender, nationality, physical or mental disability, sexual orientation, religion, or any other protected class under California State or federal law.

19. TERMINATION
19.1 Either party may terminate this Agreement by giving written notice specifying the effective date and scope of such termination. The termination notice must be presented by January 15 for the following fall semester and by September 1 for the following spring semester, for the purpose of ensuring sufficient time for scheduling courses and other administrative processes. Written notice of termination of this Agreement shall be addressed to the responsible person listed in Section 20 below.

20. NOTICES

20.1 Any and all notices required to be given hereunder shall be deemed given when personally delivered, sent by email, or deposited in the U.S. Mail, postage to be prepaid, to the following addresses:

COLLEGE
Solano Community College District
Solano Community College
4000 Suisun Valley Road
Fairfield, CA 94534
Attn: David Williams, Vice President of Academic Affairs, Solano Community College

SCHOOL DISTRICT
Solano County Department of Education
100 Whitney Avenue Vallejo, CA 94589
Attn: Dr. Alana Shackelford, Deputy CEO
Ernani Santos, Principal

21. INTEGRATION

21.1 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

22. MODIFICATION AND AMENDMENT

22.1 No modifications or amendments of any of the terms or provisions of this CCAP Agreement shall be binding unless made in writing and signed by the Parties.

23. GOVERNING LAWS

23.1 This agreement shall be interpreted according to the laws of the State of California.

24. COMMUNITY COLLEGE DISTRICT BOUNDARIES

24.1 For locations outside the geographical boundaries of, COLLEGE will comply with the requirements of Title 5 of the California Code of Regulations, Sections 53000 et seq. or as amended, concerning approval by adjoining high school or community college districts and use of non-district facilities.

25. SEVERABILITY
25.1 This CCAP Agreement shall be considered severable, such that if any provision or part of the CCAP Agreement is ever held invalid under any law or ruling, that provision or part of the CCAP Agreement shall remain in force and effect to the extent allowed by law, and all other provisions or parts shall remain in full force and effect.

26. COUNTERPARTS

26.1 This CCAP Agreement may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on ____________, 2021

By: ________________________________
SOLANO COUNTY OFFICE OF EDUCATION

By: ________________________________
SOLANO COMMUNITY COLLEGE DISTRICT
APPENDIX

COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) A DUAL ENROLLMENT PARTNERSHIP AGREEMENT

WHEREAS, the College and Career Access Pathways Partnership Agreement (CCAP Agreement) is between Solano Community College District ("COLLEGE"), 4000 Suisun Valley Road, Fairfield, CA 94534, and Solano County Office of Education (SCHOOL DISTRICT), 100 Whitney Avenue Vallejo, CA 94589.

WHEREAS, the COLLEGE and the SCHOOL DISTRICT agree to record COLLEGE and SCHOOL DISTRICT specific components of the CCAP Agreement using the Appendix for purposes of addressing mandated reporting requirements to include, but not limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of students to benefit from those courses; and

 Sec. 2 (c)(1)

WHEREAS, the CCAP Agreement Appendix shall also be used to record protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school students to enroll in community college courses; and Sec. 2 (c)(1)

WHEREAS, participation in the CCAP Agreement is consistent with the core mission of the community colleges pursuant to Section 66010.4, and that students participating in a CCAP Agreement will not lead to enrollment displacement of otherwise eligible adults in the community college; Sec. 2 (k)(3)

NOW THEREFORE, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. CCAP AGREEMENT

   a. COLLEGE and SCHOOL DISTRICT shall ensure that one public meeting is held in the review and approval of this CCAP Agreement. Sec. 2 (b)

   b. COLLEGE shall file this CCAP Agreement with the office of the Chancellor of the California community colleges prior to the start of the partnership. Sec. 2 (c)(2)

   c. COLLEGE and SCHOOL DISTRICT shall review and establish new or amended CCAP Agreements annually on or before July 1st and follow the protocols set forth in (a) and (b) of this section.

   d. COLLEGE and SCHOOL DISTRICT point of contact: Sec. 2 (c)(2)
2. STUDENT ENROLLMENT

a. Minimum School Day - The SCHOOL DISTRICT shall certify that it shall teach SCHOOL DISTRICT students participating as part of a CCAP Agreement no less than the number of instructional minutes required to complete a minimum school day pursuant to Education Code §§ 46141 and 46142. In all circumstances the COLLEGE shall claim allowable FTES for the enrollment of high school students in a CCAP Agreement community college course.

b. SCHOOL DISTRICT shall select students consistent with the intent of AB 288 to include: high school students “who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer improving high school graduation rates, and assisting high school students to achieve college and career readiness” Sec. 2 (a) and “students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)

c. COLLEGE and SCHOOL DISTRICT shall certify that participating students will have a signed parental/guardian consent form on file with the COLLEGE. *Preamble and Sec. 2 (c)(1)*

d. COLLEGE and SCHOOL DISTRICT shall certify that participating students may enroll in up to a maximum of 15-unit load per term, or no more than four courses per term, the units are part of an academic (educational) program identified as part of this CCAP Agreement and the units are part of an academic (educational) program designed to award students both a high school diploma and an associate degree or a certificate or credential. *Sec. 2 (p)(1-3)*

3. CCAP AGREEMENT EDUCATIONAL PROGRAM(S) AND COURSE(S)

a. COLLEGE is responsible for all educational program(s) and course(s) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.
4. CCAP AGREEMENT PROGRAM YEAR: BEGINNING FALL 2021 THROUGH SPRING 2024, the COLLEGE, in collaboration with the SCHOOL DISTRICT, has identified the following pathways and corresponding course offerings per program year. The employer of record for all courses under this CCAP Agreement is the COLLEGE and the location of the courses is the DISTRICT. The grid below is intended to project the courses offered, subject to change based on the needs of potential student cohorts within the pathway.

### Pathway #1: ENGINEERING

<table>
<thead>
<tr>
<th>Fall 2021</th>
<th>Spring 2022</th>
<th>Fall 2022</th>
<th>Spring 2023</th>
<th>Fall 2023</th>
<th>Spring 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math 104 – Intermediate Algebra</td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>CIS 1 – Introduction</td>
<td>CIS 22</td>
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</tbody>
</table>

### Pathway #2: SPANISH

<table>
<thead>
<tr>
<th>Fall 2021</th>
<th>Spring 2022</th>
<th>Fall 2022</th>
<th>Spring 2023</th>
<th>Fall 2023</th>
<th>Spring 2024</th>
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<tbody>
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### Pathway #3

<table>
<thead>
<tr>
<th>Fall 2021</th>
<th>Spring 2022</th>
<th>Fall 2022</th>
<th>Spring 2023</th>
<th>Fall 2023</th>
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<td>Math 104 – Intermediate Algebra</td>
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<tr>
<td>CIS 1 – Introduction</td>
<td>CIS 22</td>
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BEGINNING ACADEMIC YEAR: 2021-2022

COLLEGE: Solano Community College

EDUCATIONAL PROGRAM: College and Career Readiness and CTE Pathway

SCHOOL DISTRICT: Solano County Department of Education

HIGH SCHOOL: ELITE Public Schools

Required: Describe the criteria used to assess the ability of students to benefit from the course(s) offered (Sec. 2 (c)(I):

Students are being prepared to be college ready.
Students in a CTE/STEM Pathway.

| TOTAL NUMBER OF STUDENTS TO BE SERVED: 20/year | TOTAL PROJECTED FTES: /year |
5. **BOOKS/COURSE MATERIALS** - The total cost of books and/or materials for students participating as part of this CCAP agreement will be borne by the SCHOOL DISTRICT. The COLLEGE will make every effort to utilize the same textbooks and/or course materials throughout the term of the CCAP agreement.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Text/Course Materials</th>
<th>ISBN</th>
<th>Cost</th>
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<tbody>
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</tbody>
</table>
6. **MANDATED ANNUAL STATE REPORTING**

a. COLLEGE and SCHOOL DISTRICT shall ensure accurate and timely reporting of the total number of full-time equivalent students generated by CCAP partnership community college district participants.

b. COLLEGE and SCHOOL DISTRICT shall report the annual total number of unduplicated high school student headcount by school site enrolled in each CCAP Agreement and aggregated by gender and ethnicity and shall be reported annually in compliance with all applicable state and federal privacy laws. The COLLEGE shall annually report the student data to the office of the Chancellor of the California Community Colleges. **Sec. 2 (t) (1)(A) Collection of data shall comply with COLLEGE MIS data reporting requirements.**

c. COLLEGE and SCHOOL DISTRICT shall report the annual total number of community college courses by category and type and by school site enrolled in by this CCAP Agreement. **Sec. 2 (t) (1)(B)**

d. COLLEGE and SCHOOL DISTRICT shall report the annual total number of the unduplicated high school student headcount and the percentage of successful course completions, by course category and type and by school site. **Sec. 2 (t)(1)(C)**

e. COLLEGE and SCHOOL DISTRICT shall report the annual total number of full-time equivalent students generated by this CCAP Agreement. **Sec. 2 (t)(1)(D)**

f. COLLEGE and SCHOOL DISTRICT shall ensure that the point of contact for each site establish protocols for the collection and dissemination of participating student data each semester within 30 days of the end of the term.

7. **CCAP AGREEMENT DATA MATCH AND REPORTING**

a. COLLEGE and SCHOOL DISTRICT shall ensure operational protocols consistent with the collection of participating student data and the timely submission of the data.

b. COLLEGE shall report all program and participating student data to the office of the Chancellor of the California Community Colleges.

8. **PRIVACY OF STUDENT RECORDS**

COLLEGE and SCHOOL DISTRICT understand and agree that education records of students enrolled in the CCAP course and personally identifiable information contained in those educational records are subject to the Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 C.F.R. Part 99, including the disclosure provisions of § 99.30 and state law as set forth in Education Code §§ 49064 and 49076). COLLEGE and SCHOOL DISTRICT agree to hold all student education records generated pursuant to this CCAP Agreement in strict confidence, and further agree not to re-disclose such records except as authorized by applicable law or regulation or by the parent or guardian’s prior written consent. (34 C.F.R. § 99.33 (a), (b); 34 C.F.R. § 99.34(b) and Education Code §§ 49064 and 49076.)
a. Limitation on Use. COLLEGE and SCHOOL DISTRICT shall use each student education record that he or she may receive pursuant to this CCAP Agreement solely for a purpose(s) consistent with his or her authority to access that information pursuant to Federal and State law, as may be as applicable. (34 C.F.R. § 99.31, 34 C.F.R. § 99.34, and Education Code § 49076.)

b. Recordkeeping Requirements. COLLEGE and SCHOOL DISTRICT shall comply with the requirements governing maintenance of records of each request for access to and each disclosure of, student education records set forth under Title 34, Code of Federal Regulations § 99.32 and under Education Code § 49064 as applicable.

c. Acknowledgement of Receipt of Notice of FERPA Regulations. By signature of its authorized representative or agent on this Agreement, COLLEGE and SCHOOL DISTRICT hereby acknowledges that it has been provided with the notice required under 34 C.F.R.§ 99.33(d) that it is strictly prohibited from re-disclosing student education records to any other person or entity except as authorized by applicable law or regulation or by the parent or guardian’s prior written consent.

9. FACILITIES USE

a. COLLEGE and SCHOOL DISTRICT shall adhere to the terms outlined in Section 15, Facilities, of this CCAP Agreement.
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: OCELOT CONTRACT FOR SERVICES

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:

3 Year Pre-Pay Agreement for a Multilingual Campus Wide Chatbot including the CCC Access & Equity Support Pack, Live Chat and the API Suite for Self-Service Integrations.

STUDENT SUCCESS IMPACT:

☒ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☐ Other: ___________________________________________________________________

Ed. Code:  Board Policy: Estimated Fiscal Impact: $130,500

SUPERINTENDENT’S RECOMMENDATION: ☒ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE

Shannon Cooper, Psy.D.

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7159

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2021

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

Robert Diamond

VICE PRESIDENT APPROVAL

March 17, 2021

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT
CONTRACT OF SERVICE

Pursuant to Master Services Agreement No. 00003389 ("Master Agreement") by and between the Foundation for California Community Colleges ("Foundation") and Career America LLC dba Ocelot ("Ocelot") executed April 17, 2020, for the purchase of products and services, as agreed upon in Exhibit F of said Master Agreement by Participating Agencies, the execution of this Contract of Service ("Contract of Service"), constitutes the agreement between Ocelot and Solano Community College ("Client" or "Institution"), encompassing the attached Invoice and End User License Agreement, which are hereby incorporated in this Contract of Service by reference, for services to begin on 4/1/2021. Pricing as offered assumes contract approval on or before Contract Start Date.

1. TOTAL CONTRACT

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Description</th>
<th>Unit Amount</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Engagement Platform SET-UP Fee</td>
<td>1.00</td>
<td>One-time Set-Up Charge for Student Engagement Platform</td>
<td>$7,500.00</td>
<td>$7,500.00</td>
</tr>
<tr>
<td>APIs &amp; Self-Service Integrations</td>
<td>3.00</td>
<td>Access to Ocelot’s API suite and all available self-service integrations</td>
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</tr>
<tr>
<td>Chatbot: Campus Wide</td>
<td>3.00</td>
<td>Chatbot for Entire Campus</td>
<td>$43,500.00</td>
<td>$130,500.00</td>
</tr>
<tr>
<td>LiveChat</td>
<td>3.00</td>
<td>Live Chat enabled for chatbot departments supported under the contract. Up to 25 Live Chat Agent Licenses. Additional Bundles of 25 Available.</td>
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Shipping & Handling 0.00
Sales Tax 0.00

TOTAL AGREEMENT PRICE $130,500.00

3 Year Pre-Pay Agreement for a Multilingual Campus Wide Chatbot including the CCC Access & Equity Support Pack, Live Chat and the API Suite for Self-Service Integrations.

Live Chat includes licenses for 25 live chat agents.

$7,500 Setup Fee Waived with 3 Year Agreement.

Term: 4/1/2021 - 3/31/2024

2. ORDER ADD-ONS
This contract includes the flexibility to order additional services – including but not limited to custom developed technology solutions - within the Term of this agreement. Item(s) will be invoiced separately and will be bound to this agreement, or a new agreement, as indicated by Ocelot.

3. TERM

Start Date: 4/1/2021   End Date: 3/31/2024
4. PAYMENT SCHEDULE

<table>
<thead>
<tr>
<th>Due Date</th>
<th>Amount</th>
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<tr>
<td>4/9/2021</td>
<td>130,500.00</td>
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Checks made payable to CareerAmerica, LLC

5. RENEWAL CONTRACT OPPORTUNITY

This contract will automatically renew at the conclusion of the term. Client may opt-out of renewal by notifying Ocelot in writing at least 30 days prior to the conclusion.

6. PRICE CAP ON RENEWAL CONTRACT

At the conclusion of this contract, the pricing for the current items ordered will increase by no more than 6%.

7. SIGNATURES

<table>
<thead>
<tr>
<th>Solano Community College</th>
<th>Ocelot</th>
</tr>
</thead>
<tbody>
<tr>
<td>Signature</td>
<td>Damon Vangelis</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Damon Vangelis</td>
<td>CEO</td>
<td>3/9/2021</td>
</tr>
</tbody>
</table>
# INVOICE

CareerAmerica, LLC  
PO Box 7139  
Boulder, CO 80306

<table>
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Sales Tax 0.00  

AMOUNT DUE THIS INVOICE $130,500.00

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Live Chat includes licenses for 25 live chat agents.

$7,500 Setup Fee Waived with 3 Year Agreement.

Term: 4/1/2021 - 3/31/2024
Payment Terms: Net 30 upon PO/Signed Contract

Phone # (303) 351-2546  Fax # (810) 958-5113  Email orders@ocelotbot.com
Website www.ocelotbot.com  Federal Tax ID 84-4047861

Ocelot, FATV, GetAnswers, GetSAP, and GetSAP+ are services of Career America, LLC.
All payments should be made payable to CareerAmerica, LLC
END USER LICENSE AGREEMENT

NOTICE TO ALL USERS: Please read this contract carefully. By utilizing this service, you (the relevant entity) agree that this agreement is enforceable like any written contract signed by you.

1. Definitions
   a. “Service” means (a) all of the contents of the digital files, or other media (including electronic media) with which this Agreement is provided or such contents as are hosted by Ocelot (CareerAmerica, LLC) or any authorized partners, including but not limited to (i) computer information or software; (ii) related explanatory materials in printed, electronic, or online form (“Documentation”); and (b) upgrades, modified or subsequent versions and updates (collectively “Updates”), and Software, if any, licensed to you by CareerAmerica, LLC or an Authorized Partner as part of a maintenance contract or service subscription.
   b. “Use” or “Using” means to access, install, download, copy or otherwise benefit from using the Service.
   c. “Computer” means a device that accepts information in digital or similar form and manipulates it for a specific result based upon a sequence of instructions.
   d. “Ocelot” means a customizable online educational service created and serviced by CareerAmerica, LLC.

2. License Grant. Subject to the payment of the applicable license fees, and subject to the terms and conditions of this Agreement, CareerAmerica, LLC hereby grants to you a non-exclusive, non-transferable license to use a custom version of this Service on your website, for access and viewing by your faculty and staff, students, their family members and/or guardians, website visitors, and prospective students and their family members and/or guardians.

3. Term. Unless earlier terminated as set forth herein, this Agreement is effective for the term set forth in the Invoice and/or Contract of Service (if supplied), and may be extended for additional terms and pricing upon written agreement by the Parties. This Agreement will terminate automatically if you fail to comply with any of the limitations or other requirements described herein. Upon any termination or expiration of this Agreement, you must cease use of the Service and destroy all copies of the digital files and Documentation.

4. Start Date for Subscription. Subscription start dates shall be determined at the outset of the Agreement. Standard practice is for the subscription to begin the day the service is provided by CareerAmerica, LLC to the Client. However, at the discretion of CareerAmerica, LLC, the start date may be delayed in order to accommodate delays in launching by the Client. In the case of a delayed launch, start dates will be no later than 60 days from the date of the signed agreement or the receipt by CareerAmerica, LLC of a purchase order (whichever is later), unless otherwise agreed to by CareerAmerica, LLC at the outset of the Agreement.
5. Updates. This license is limited to the version of the Service delivered by CareerAmerica, LLC. Throughout the Term of this Agreement, CareerAmerica, LLC shall make reasonable efforts to update the content of its service as needed to reflect material changes in applicable laws and/or regulations.

6. Ownership Rights. The Ocelot Service and its content are protected by United States copyright laws. CareerAmerica, LLC owns and retains all right, title, and interest in and to the Service, including all copyrights, patents, trade secret rights, trademarks, and other intellectual property rights therein. Your installation or Use of the Ocelot service does not transfer to you any title to the intellectual property in the Service, and you will not acquire any rights to the Service except as expressly set forth in this Agreement. You retain ownership in any content or material that is provided to CareerAmerica, LLC (referred to herein as the “Customer Materials”) and this Agreement does not provide CareerAmerica, LLC with any right to use such Customer Materials other than as necessary to perform its obligations under this Agreement.

7. Multiple Copies. If your service subscription includes multiple media format – such as DVD – you are not permitted to make copies of this media. You are permitted to use the Service on your institution’s website. However, you are not permitted to knowingly or intentionally permit another institution to access your Service.

8. Video Files. If you elect to utilize any video files provided by CareerAmerica, LLC through the file-share system, these files are only to be used as part of a school-based (closed) signage system for the term of your subscription. The video files are the property of CareerAmerica, LLC, and may not be duplicated, shared, or otherwise transmitted for use by a third party, or used online without prior written permission of CareerAmerica, LLC. If your subscription ends, you are not permitted to use the video files without the permission of CareerAmerica, LLC.

9. Restrictions. You may not sell, lease, license, rent, loan, resell, or otherwise transfer, with or without consideration, the Service or any of its knowledgebase or video content. You may not reverse engineer, decompile, or disassemble the Service, except to the extent the foregoing restriction is expressly prohibited by applicable law. You may not modify, or create derivative works based upon, the Service in whole or in part. You may not knowingly permit third parties (institutions, corporations, agencies, etc) to benefit from the use or functionality of the Service or the video clips. [This shall not be construed to refer to students benefiting intellectually from the educational benefit of the Service.] You may not back-up or otherwise copy any Ocelot digital content, or upload it to any other services or websites.

10. Warranty and Disclaimer. Subscriptions run for 1 year unless otherwise specified in the Agreement. Pro-rated subscriptions are permissible (e.g. your fiscal year is already in progress and you wish to purchase a subscription for the remaining months of your fiscal year), but must be specified in the Contract of Service or Invoice. CareerAmerica, LLC strives to make sure its Service is free from interruption; however, we make no guarantees that it will be error-free.

   a. Uptime Commitment. CareerAmerica, LLC will use commercially reasonable efforts to ensure that the Ocelot Service is available 24 hours a day, 7 days a week, with a monthly uptime goal of 99%. As used herein, “Ocelot Uptime” is calculated by taking the total number of minutes in a calendar month less the number of minutes of Ocelot Downtime in the calendar month, divided by the total number of minutes in the calendar month. As used
“Ocelot Downtime” means if Ocelot Content and player are not being distributed or
the Ocelot server is down, provided, however, that the following events will not be included
as Ocelot Downtime: (a) causes beyond CareerAmerica LLC’s reasonable control, and (b)
scheduled maintenance on the Ocelot Service (“Scheduled Maintenance”) up to 8 hours per
calendar month (the “Maintenance Limit”); all Scheduled Maintenance shall either be
conducted (i) between the hours of 12:00 AM (ET) and 6:00 AM (ET) or (ii) at any time after
supplying Client with 3 days advance notice (the “Maintenance Windows”). Any Schedule
Maintenance conducted in excess of the Maintenance Limit or outside of the Maintenance
Windows shall be included in the calculation of Ocelot Downtime. Client will promptly notify
CareerAmerica, LLC of any failure to receive Ocelot Content, whereupon CareerAmerica, LLC
will evaluate the report in order to determine whether or not such failure qualifies as Ocelot
Downtime.

b. Remedy for Excess Downtime. If Ocelot Downtime is greater than 1% in a given month,
Client shall be given an extension of the Agreement in the amount of downtime.

These provisions are Client’s sole and exclusive remedy for Ocelot Downtime and any failure
to meet the terms of this Agreement. To request an Ocelot Service Extension credit, Client
must contact CareerAmerica, LLC within 30 days after the end of the month in which the
Service Extension Credit was earned. Multiple Ocelot Downtime events occurring
simultaneously shall be considered a single Ocelot Downtime event.

11. Limitation of Liability. Under no circumstances and under no legal theory, whether in tort, contract,
or otherwise, shall either party, or its authorized partners or suppliers, be liable to each other or to any
other person for loss of profits, loss of goodwill, or any indirect, special, incidental, or consequential
damages, or damages for gross negligence of any character including, without limitation, damages for
loss of goodwill, work stoppage, computer failure or malfunction, or for any other damage or loss, even
if either party has been advised of the possibility of such damages. In no event shall CareerAmerica, LLC,
or its authorized partners, be liable for any damages in excess of the contract price for the Ocelot
Service, if any.

12. Governing Law. This Agreement will be governed by and construed in accordance with the
substantive laws in force in the State of California, without regard to its conflict of law provisions.

13. Audit for Volume Licenses. CareerAmerica, LLC reserves the right to periodically audit (verify
enrollment and review your use of Ocelot) your institution to ensure that you are using the appropriate
Service license, and are not in violation of this Agreement.

14. Logos and Symbols. As a customer in good standing with CareerAmerica, LLC, your institution has
the right to use our Ocelot logo on your website and/or any marketing materials you create so long as
they are used to indicate current usage of Ocelot.

15. White Labeling. As a customer, you are permitted to “white label” Ocelot’s services. You agree that
any name, avatar, or other branding that you utilize in this regard is taken at your own risk of any
violations of trademarks, etc., and you also agree to bear the consequences of your choices.
CareerAmerica, LLC bears no responsibility for any names, avatars, or branding that you choose to
utilize.
16. Miscellaneous. This Agreement sets forth all rights for the user of our Services and is the entire agreement between the parties. This Agreement may not be modified except by a written addendum issued by a duly authorized representative of CareerAmerica, LLC. No provision hereof shall be deemed waived unless such waiver shall be in writing and signed by CareerAmerica, LLC. If any provision of this Agreement is held invalid, the remainder of this Agreement shall continue in full force and effect.

17. Customer Support. If you have any questions concerning these terms and conditions, please call (888) 704-9090 or request help through our website located at www.ocelotbot.com.
TO: Members of the Governing Board

SUBJECT: INITIAL PRESENTATION OF OPERATING ENGINEERS/STATIONARY ENGINEERS, LOCAL 39, BARGAINING PROPOSALS TO THE DISTRICT ON REOPENERS

REQUESTED ACTION:

☒ Information OR ☐ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
Pursuant the Government Code Section 3547 and for the purpose of public notice ("sunshining"), Operating Engineers/Stationary Engineers, Local 39, has submitted its bargaining proposal to the District to open the following articles:

Article 6: Personal Files/Evaluation
Article 7: Retirement

CONTINUED ON NEXT PAGE

STUDENT SUCCESS IMPACT:

☒ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Human Resources

Government Code: 3547 Board Policy: 2010 Estimated Fiscal Impact: To be determined

SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTERS NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7263

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

March 26, 2021

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT
TO: Members of the Governing Board

SUBJECT: INITIAL PRESENTATION OF OPERATING ENGINEERS/STATIONARY ENGINEERS, LOCAL 39, BARGAINING PROPOSALS TO THE DISTRICT ON REOPENERS

SUMMARY:

CONTINUED FROM PREVIOUS PAGE

Article 14: Pay and Allowances
Article 16: Working Conditions
Article 17: Transfers/Promotions
Article 19: Reclassifications
Article 22: Checkoff and Organizational Security
Appendix A, Classified Salary Schedule/Operating Engineers Classifications
Appendix B, Fringe Benefit Plans

In accordance with Government Code Section 3547, the public is entitled to comment on such proposal at a public hearing. The hearing will provide members of the public with an opportunity to express their views regarding the proposal.

After sufficient time has been allotted for public response, it is recommended that the Board President close the hearing, and reconvene the regular meeting to be held on April 21, 2021.
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: INITIAL PRESENTATION OF SOLANO COMMUNITY COLLEGE DISTRICT BARGAINING PROPOSALS TO THE OPERATING ENGINEERS/STATIONARY ENGINEERS, LOCAL 39 ON INTERESTS

REQUESTED ACTION:

☑ Information OR ☐ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
The Solano Community College District and the Operating Engineers/Stationary Engineers, Local 39, are preparing to enter into negotiations.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:
☐ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Human Resources

|----------------|-------------------|----------------------------------|

SUPERINTENDENT’S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL ☒ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTATION’S NAME

Celia Esposito-Noy, Ed.D.
Superintendent-President

ADDRESS

4000 Suisun Valley Road
Fairfield, CA 94534

707-864-7281

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

March 26, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

April 7, 2021
TO: Members of the Governing Board

SUBJECT: INITIAL PRESENTATION OF SOLANO COMMUNITY COLLEGE DISTRICT, BARGAINING PROPOSALS TO THE OPERATING ENGINEERS/STATIONARY ENGINEERS, LOCAL 39 ON INTERESTS

REQUESTED ACTION:

☑ Information OR ☐ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

This item introduces the District’s proposal to the Operating Engineers/Stationary Engineers, Local 39, for the purpose of public notice (“sunshining”) to work with the Operating Engineers/Stationary Engineers, Local 39, on the following interest.

The District’s interest is in the review, reorganization and reconsideration of all contract articles.

Pursuant to the Government Code Section 3547, public comment on such proposal shall be received at the next Governing Board meeting scheduled for April 21, 2021.